THE UNIVERSITY COLLEGE OF THE CARIBOO
KAMLOOPS, BC

THE UNIVERSITY COLLEGE OF THE CARIBOO

2002–2003 Calendar

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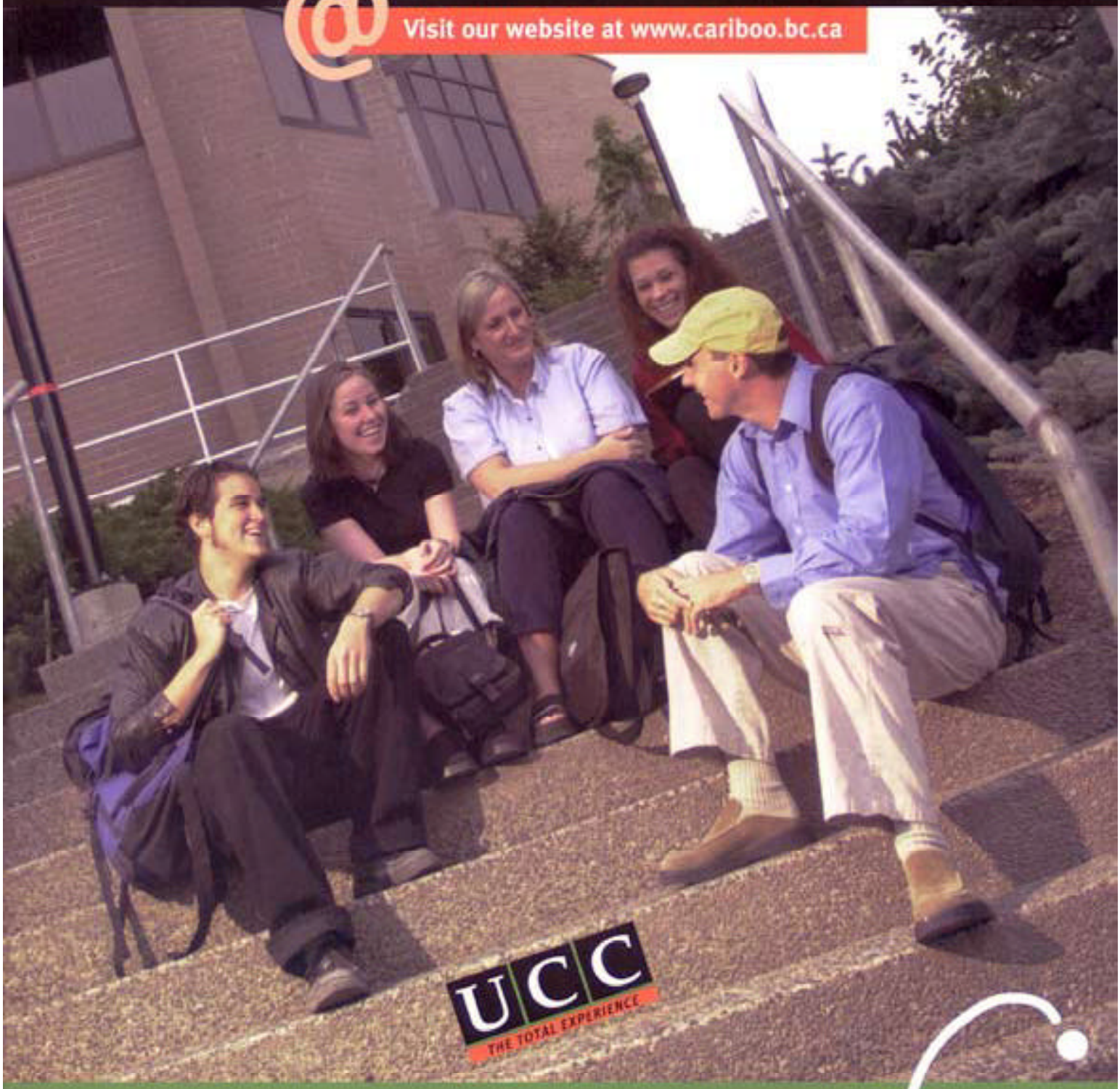

UCC
THE TOTAL EXPERIENCE

CONTENTS

The Calendar

As this Calendar is published a considerable time before the opening of the session, the University College reserves the right to make whatever changes circumstances may require, including the cancellation of particular courses.

The University College of the Cariboo accepts no responsibility in the event any class or course of instruction is either cancelled or not completed as a result of strikes, lockouts, fire, tempest or acts of God or the Queen's enemies or any other cause (whether similar or dissimilar to those enumerated) beyond the control of The University College of the Cariboo.

The University College reserves the right to change or amend its programmes, fee structure, and regulations at any time from those published in this calendar.

Publisher
Josh Keller
UCC Public Relations Department
Word Processing
Teresa Torchia and Linda Y. McAbee
UCC Office of the Registrar

Managing Editor
Ray Pillar
UCC Admissions and Office of the Registrar

Cover Photos
UCC Public Relations Department

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Hundreds of hours of work by dozens of people has gone into the production of this calendar in order to make it accurate and useful. If you can't find something, or if you notice an error, please bring it to our attention by returning the "Feedback" form found just after the index to Ray Pillar, Manager of Admissions and Records.

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Mail orders, send cheque/money order to:

UCC Calendar—Campus Cashier, Finance
Box 3010
Kamloops, B.C.
V2C 5N3

Schedule of Events—2002/2003

Academic, Career/Technology and College Preparatory programs operate on the following semesterized basis:

Fall Semester	September to December
Winter Semester	January to April
Summer Session	May to August (certain programs only)

Some programs have start and end dates which are different from the semester dates outlined above.

2002

January 2	Wednesday	Commencement of instruction for Winter semester programs and for the January intake of Applied Industrial programs.
January 15	Tuesday	Last day in the Winter semester for: late registration; program changes; course additions; and to change from Audit to Credit or from Credit to Audit; a 100% refund of tuition less the commitment fee paid.
January 18	Friday	Last day to withdraw from a course which spans the Fall and Winter semesters.
February 15	Friday	Last day to withdraw from a Winter semester course.
February 18-22	Mon-Fri	Mid-semester break. UCC open (not all programs in session).
February 20	Wednesday	Division and departmental In-service day.
March 1	Friday	Last day for submission of applications for Fall 2002 and Winter 2003 semesterized programs. Applications received after this date will be considered as late applications and will be processed only as space permits. In some programs, UCC may stop accepting applications before March 1 or extend the application deadline in order to meet enrollment targets.
March 29	Friday	UCC closed. Good Friday.
April 1	Monday	UCC closed. Easter Monday.
April 5	Friday	Last day of instruction for Winter semester and to withdraw from a Winter semester program.
April 8	Monday	Winter semester examinations begin.
April 20	Saturday	Last day for Winter semester examinations. Winter semester ends.
May 20	Monday	UCC closed. Victoria Day
June 15	Saturday	Convocation.
July 1	Monday	UCC closed. Canada Day.
August 2	Friday	The last day to submit official "final" grades for admission. Last day of instruction for the Summer Semester
August 5	Monday	UCC Closed. British Columbia Day.
August 30	Friday	Last day for payment of fees for Fall semesterized programs.
September 2	Monday	UCC closed. Labour Day.
September 3	Tuesday	Commencement of instruction for all Fall semester programs and for the September intake of Applied Industrial programs.
September 16	Monday	Last day in the Fall semester for: late registration; program changes; course additions; and to change from Audit to Credit or from Credit to Audit; a 100% refund of tuition less the commitment fee paid.
October 9	Wednesday	All semesterized courses are to be rescheduled as a Monday for this day only.
October 14	Monday	UCC closed. Thanksgiving.
October 18	Friday	Last day to withdraw from a Fall semester course.
November11	Monday	UCC closed. Remembrance Day.
November 29	Friday	Last day of instruction for the Fall semester and to withdraw from a Fall semester program. Last day for payment of fees for Winter semesterized programs.
December 2	Monday	Fall semester examinations begin.
December 14	Saturday	Last day for Fall semester examinations. ****Note**: Some programs may schedule final exams during the last week before Christmas.
Dec.25 to Jan. 1	2002 2003	UCC closed.

2003

January 6	Monday	Commencement of instruction for Winter semester programs.
January 17	Friday	Last day in the Winter semester for: late registration; program changes; course additions; and to change from Audit to Credit or from Credit to Audit; a 100% refund of tuition less the commitment fee paid.
January 24	Friday	Last day to withdraw from a course which spans the Fall and Winter semesters.
February 17-21	Mon-Fri	Mid-semester break. UCC open (not all programs in session).
February 19	Wednesday	Division and departmental In-service day.
February 28	Friday	Last day to withdraw from a Winter semester course.
March 3	Monday	Last day for submission of applications for Fall 2003 and Winter 2004 semesterized programs. Applications received after this date will be considered as late applications and will be processed only as space permits. In some programs, UCC may stop accepting applications before March 1 or extend the application deadline in order to meet enrollment targets.
April 11	Friday	Last day of instruction for Winter semester and to withdraw from a Winter semester program.
April 14	Monday	Winter semester examinations begin.
April 18	Friday	UCC closed. Good Friday.
April 21	Monday	UCC closed. Easter Monday.
April 26	Saturday	Last day for Winter semester examinations. Winter semester ends.
May 19	Monday	UCC closed. Victoria Day
June 14	Saturday	Convocation.

GENERAL INFORMATION

Admission, Registration and Fees

The Admission Process:

Admission to UCC – The Admission Office

Admission to UCC begins with your Application for Admission, which is handled by the Admissions Office.

Admission to a UCC program is either a 2-step or 3-step process.

Step 1) Application for Admission

You apply for admission to your program of choice and supply the required documentation necessary for admission.

Step 2) Registration (Enrollment in Courses) – if required

Once you are admitted, you enroll in the courses you want to take, in accordance with the instructions contained in the "Registration Notice" mailed to you. In some programs, students are pre-enrolled into the appropriate courses for their program of study.

Step 3) Payment of Fees

Registration is not complete until your full fees are received by UCC.

Applying for Admission (Step 1)

Application Procedure

You can apply for Admission to UCC three (3) different ways:

1. Apply on-line at **www.cariboo.bc.ca** or **www.pas.bc.ca**
   - If you do not submit the $15.00 application fee electronically with your on-line application, you must send it to UCC Admissions – your application is not processed until the fee has been received.
   - Your application will be acknowledged, and you will receive further information on other requirements in the admissions process.
2. Complete the 'Application for Admission' form available at high schools, college and university career/advising centres, and send it to UCC Admissions, along with the $15.00 application fee.
   - Your application will be acknowledged, and you will receive further information on other requirements in the admissions process.
3. Contact UCC Admissions directly, and request an Application Requirements Package for your program – this will include an Application Form, and all other forms and information required to complete the Admissions process.

Application packages are available from:

The Admissions Department
The University College of the Cariboo
P.O. Box 3010
Kamloops, B.C. V2C 5N3
Phone: (250) 828-5071
Fax: (250) 371-5960
email: **admissions@cariboo.bc.ca**

The completed forms, together with necessary official transcripts of grades and any other required documents, should be returned to Admissions.

Application Deadline Information

When to Apply

Applications are accepted starting October 1st each year, for programs starting in August or September the following year.

Deadlines to Apply

The application deadline for most programs is March 1, 2002 for admission to Fall 2002/Winter 2003 semesters. In order to meet program enrollment targets, UCC reserves the right to stop accepting applications before March 1 or extend the application deadline until the program enrollment target has been attained.

University Arts, Business, Fine Arts, Science Programs:
The deadline to apply is March 1 each year. All applications received after this date will be considered late applications, and will only be processed when and if space is still available after registration.

All Other Programs:

- Limited Admission programs will generally accept applications right up to the end of August, or until the program is full and a waiting list is in place. Feel free to contact admissions at any time to enquire if your program is still taking applications.
- Selective Admission Programs each set their own deadlines. Check the specific date in the information about the program in this Calendar.

APPLY EARLY: Students from all over BC and across Canada are now applying for admission. This makes applying early all the more important, as many programs have a limited capacity.

Application Fee ($15.00) for "First-time" Students

"First-time" students to UCC who apply for admission to a credit program are charged a non-refundable, one time, application processing fee of $15. This fee must accompany their application for admission.

Admission Types

"New-to a program" students (a student enrolling in a NEW program of study at UCC for the first time) must apply or re-apply, if a different program of study is being pursued, at UCC by the March 1, 2002 application deadline if they plan to attend the Fall 2002 and/or Winter 2003 semesters.

"Continuing" students (a student enrolling in the SAME program of study at UCC as they attended in the previous Fall and/or Winter semesters) does NOT need to re-apply each year.

"Returning to UCC" students (a student re-enrolling in the SAME program of study at UCC but was NOT enrolled in the previous Fall and/or Winter semesters) must re-apply by March 1, 2002 if they are planning to attend the Fall 2002 and/or Winter 2003 semesters.

Wait List Policy

New and returning students who apply for admission but are wait-listed and wish to be considered for the next intake must reapply for admission. Wait lists are not maintained following commencement of programs.

Admission – General Policy

Admission – Basic Requirements

The basic requirement for admission to most UCC programs includes:

- Completion of BC Grade 12 (or equivalent) or Mature Student Status
- BC English 12 (or equivalent) – Grade required varies from C+ to B
- Canadian Citizenship or Landed Immigrant status

Along with basic requirements, students will need specific high school course requirements set by each program. Detailed admission requirements for each individual program are provided in this calendar under the program descriptions.

UCC strongly recommends that students complete as many Grade 12 level courses as possible, including Computing, Math, Sciences and Social Sciences, to enhance their success.

Admission – Three Kinds of Processes

There are three different program admission processes at UCC. The first thing you should know is what kind of admission process is in place for the program you are interested in.

Open Admission: Applications are accepted, and admission determined on a "first applied, first admitted" basis for qualified applicants, using the date by which the application was received. The only programs that offer Open Admission are first-year university study in the Arts (B.A.) and Science (B.Sc.) degrees. Students who apply while still in Grade 12 can be given conditional admission.

Being admitted and "invited to register" is not a guarantee that space will be available in the desired courses, as new student registration priority is based on the date of application.

Limited Admission: When there is a pre-determined number of seats available in the program, and applications are accepted, and admission determined on a "first applied, first admitted" basis, using the date by which applicants have met all of the application requirements.

Limited admission programs frequently include an admission interview, questionnaires, pretesting, orientations, letters of reference, and other relevant information as part of the admissions process.

Details are sent to applicants in an Admission Requirements Package, usually after they complete the initial application form.

Once a student is determined to be qualified, they will be offered admission, and have 21 days to accept the offer, by payment of the Commitment Fee. Most one-year Certificate programs, some two-year Diploma and some Degree programs are limited admission. Once all seats are filled, qualified applicants will be put on a wait-list.

Selective Admission: When all applications are accepted up to a pre-determined deadline date, after which they are assessed, using an established selection process that may include GPA standings, as well as other criteria. Meeting the Minimum Requirements for admission does not guarantee admission.

Selective admission programs frequently include an admission interview, questionnaires, pretesting, orientations, letters of reference, and other relevant information as part of the admissions process.

Details are sent to applicants in an Admission Requirements Package, usually after they complete the initial application form.

Once the assessment and ranking of qualified applicants has been completed, the limited number of seats in the program will be filled by offers of admission only to those students selected, and others may be put on a wait-list. Students offered admission have 21 days to accept the offer by payment of the Commitment Fee.

Several university degrees, along with a number of specialized Diploma programs are selective admission programs at UCC.

Admission Of Mature Students

Any applicant of at least 19 years of age with a minimum of two years out of school who is lacking requirements for a program or course will be considered for mature student admission status. Although the grade level requirement (grade 10, grade 12, etc.) will be waived for students classified as mature, individual course prerequisites listed for the program or course being applied for must be met.

Any applicant less than 19 but a full year out of school will be assessed individually. Such an applicant may be required to make up courses before being admitted to a program. All applicants applying for Mature Student Admission status are urged to seek assistance from a Counsellor.

Exception – College Preparatory Students

General Requirements

1) 17 years of age and one year out of school
2) Canadian citizen, landed immigrant or student visa
3) Counselling interview recommended

Admission of Students Currently Enrolled in Secondary School

Secondary school students who wish to make early application for a Fall semester program may be required to forward an interim statement of grades either directly to Admissions or through the B.C. Ministry of Education.

Submission of an interim statement must always be followed by submission of a final transcript either directly to Admissions or through the B.C. Ministry of Education by August 5, 2002 at the latest. Students are asked to ensure their PEN I.D. number is on their application, and to identify UCC when requesting your high school transcript from the Ministry of Education.

UCC will not hold seats for students writing August government exams who wish to begin in September.

Admission From Secondary Schools Which Are Not Accredited Provincially

Students who request admission to UCC and who do not qualify under mature student status and who do not possess certification from a provincially-accredited program may be required to:

1. Demonstrate Grade 12 equivalency by writing a general admission test such as the Canadian Achievement Test (CAT), or GED.
2. Demonstrate proficiency in specific program or course prerequisites by:
   a) Writing Grade 12 B.C. provincial exams in required courses. (The mark obtained will represent 100% of their grade), or
   b) Completion of equivalent UCC courses.
3. Perform at the appropriate prerequisite level on the Canadian Achievement Test for vocational programs.
4. Write the Language Proficiency Index test and perform at a level specified by program.

Advanced Placement Programs

UCC is pleased to recognize these enriched secondary school programs. Students who have successfully completed Advanced Placement programs can apply to have the courses equated to specific courses offered at UCC (see tables below) and then have two options:

1. The student can receive the specific UCC credit for the courses as identified in the tables. This credit will count towards the total UCC credits in their program, and the student can take fewer courses at UCC to complete their program.
2. The student may receive exemption from the specific courses at UCC, and replace them with electives. This will happen when the Advanced Placement has not been approved for transfer credit but does provide the background necessary for a prerequisite to further UCC courses. The student will still have to complete the full complement of UCC credits for their program.

Advanced Placement		
Minimum grade receiving credit or advanced placement		**Courses**
Subject	**AP Grade**	**Credit**
Biology	4	BIOL—6 credits
Chemistry*	4	CHEM—6 credits
Computer Science	4	COMP 1st year—6 credits
English	4	1st yr English (6 credits)
English Language & Literature	4	ENGL 110 and ENGL 111
European History	4	HIST 116 and HIST 126
Math Calculus AB Calculus BC	 4 4	 MATH 114 MATH 114/124
Physics Physics B Physics C	 4 4	 PHYS—6 credits PHYS—6 credits
Psychology	4	PSYC 111 and PSYC 121

*Students seeking advanced placement in chemistry can take organic chemistry (CHEM 212/222) during the first year. However, they cannot take Chemical Applications of Spectroscopy or Physical Chemistry (CHEM 215/225) during the first year unless they have successfully completed the AP calculus B.C. course.

Citizenship Requirement

All applicants must be citizens of Canada or hold landed immigrant status or hold a valid student authorization issued by Canada and indicating UCC as the institution at which study is to take place. Students who propose to attend UCC under the provisions of a student authorization should consult the Admissions Department for application procedures and information.

International Students

Students from outside of Canada are eligible to attend UCC providing that they meet academic and English language requirements and also possess a valid student authorization (see section Citizenship Requirement above). The entrance requirements, start dates and fees will vary according to the program of study. International students who are interested in studying at UCC should contact the Admissions Department for full details. UCC will assist international students in finding appropriate housing and in the process of adjusting to life in a new country.

English Language Skills

Students who wish to study at UCC, but who do not have adequate English language skills, must register in a program of English as a Second Language (ESL) studies as determined by UCC. Most international students are required to undergo English testing which will determine the amount and level of ESL instruction required.

Students presenting a current TOEFL score of 550 / IELTS 5.5 on admission to UCC may choose not to write the English Language Assessment. In this case, students must complete CESL 057 and CESL 058 with a grade of C+ or higher in order to be admitted to English 110 and/or full-time study in an academic program. Students presenting a TOEFL score of 500 / IELTS 5.0 on admission to UCC may also choose not to write the EPT. They will be admitted directly to CESL 045, 047 and 048 to begin their ESL studies.

In normal circumstances, all second language training should be completed prior to undertaking full time post-secondary study.

Transfer Credit

In Academic Programs transfer credit is assessed by the Admissions Department. In Vocational and Career Technical programs the Department Chairperson evaluates, on request, official transcripts for work completed at another post-secondary institution and grants transfer credit towards programs. Forms on which to request transfer credit are available from the Registrars Office.

Note: A student who transfers from UCC to another post-secondary educational institution should expect to have any transfer credit or advanced placement granted by UCC re-evaluated. The results of this re-evaluation may be different, and students are advised to obtain advice regarding transfer credit or advanced placement as soon as possible by contacting the institution at which they plan to eventually complete a degree or diploma.

Use of Personal Information Notification

Student personal information contained on the Registration Form will be used to verify your Personal Education Number (PEN) or assign one to you. The main uses of the PEN will be for measuring participation in post-secondary education and for student registration purposes. As well, the PEN will be used for program research and evaluation, but any personal information disclosed for these purposes will be in non-identifiable form. These uses have been reviewed and approved by the Information and Privacy Commissioner. Students are required to supply this information to complete their registration in courses or programs at the institution.

If you have any questions about the use of PEN, please contact the FOI co-ordinator at UCC.

Registration (Step 2)

Registration – Enrollment in Courses

After students have received their acceptance from UCC into their program of study, they will be sent information on the registration procedure, fees and other related information. There are a number of ways to register for courses at UCC which are determined by your program of study.

Students admitted to most Diploma and Certificate programs will not need to register for their courses, as their course schedule is pre-determined in advance. The two major exceptions to this are students in Fine Arts and Business Diploma programs.

Note: In University Degree, College Preparatory and selected Diploma Programs, “admissions acceptance” does not guarantee that you will be able to register for all of the courses you wish to take. The exceptions are integrated limited enrollment programs where program admission automatically implies space availability in all required courses for the program

Registration Priority for University Degree and College Preparatory Programs

UCC’s priority registration system maintains the concept of open access and, at the same time, rewards academically successful students and those who apply early.

Registration appointments are assigned in the following priority order:

1) New, continuing and returning year 4 and year 3 students, registration priority ranked in order of their appointment date with their Program Advisor.
2) Continuing year 2 students with a GPA of 2.00 or better, assign registration priority dates ranked in descending (highest to lowest) order by the student’s previous combined Fall/Winter terms GPA.
3) Continuing year 1 students with a GPA of 2.00 or better, assign registration priority dates ranked in descending (highest to lowest) order by the student’s previous combined Fall/Winter terms GPA.
4) Continuing College Preparatory students with a GPA of 2.00 or better, assign registration priority dates ranked in descending (highest to lowest) order by the student’s previous combined Fall/Winter terms GPA.
5) New and returning year 2 students ranked in order of application date.
6) New and returning year 1 students ranked in order of application date.
7) New and returning College Preparatory students ranked in order of application date.
8) Continuing year 2 students with a GPA of less than 2.00, assign registration priority dates ranked in descending (highest to lowest) order by the student’s previous combined Fall/Winter terms GPA.
9) Continuing year 1 students with a GPA of less than 2.00, assign registration priority dates ranked in descending (highest to lowest) order by the student’s previous combined Fall/Winter terms GPA.
10) Continuing College Preparatory students with a GPA of less than 2.00, assign registration priority dates ranked in descending (highest to lowest) order by the student’s previous combined Fall/Winter terms GPA.

Registration and the Payment of Fees

Registration is not complete until all fees have been paid. You will not be permitted to re-register at UCC if you are in default in the payment of any fee assessed.

Registration - Student Responsibility

Students are responsible for the accuracy of their registration in courses and enrolling in courses in which they meet all course prerequisites and corequisites. Included in this responsibility is the official recording of all changes in course registration as well as changes to address or telephone number.

Fees/Payment of Fees (Step 3)

While UCC has made every attempt to ensure that the information in this calendar is up-to-date, certain changes may occur after it has been printed. In particular, it should be noted that credit and monthly fees are subject to revision by the UCC Board each year. Any revisions in fees come into effect April 1. Students who register or re-register after April 1 are assessed fees at the new approved rates.

Tuition Fees (as of April 1, 2001)

Full-Time Fees

Academic (lower level courses*) and Career/Technical Programs**

The tuition fee is $38.96 per credit.

Academic (upper level courses*) Programs

The tuition fee is $58.52 per credit.

Notes:

* Lower level courses are defined as all academic courses at first and second year levels and all career/technical courses at first, second and third year levels.

Upper level courses are defined as those academic courses at the third-year level and above.

** Career Technical Students taking additional courses, beyond their declared programs, will be assessed appropriate additional fees.

Vocational (non-semestered) Programs

The tuition fee is $124.44 per month for 16 or more hours of instruction per week.

Part-Time Fees

For Academic and Career/Technical Programs

The tuition fee is the same per credit rate as for full time.

For Vocational Programs

The tuition fee is $62.24 per month for 15 or fewer hours of instruction per week.

Co-op Work Term Fees

Students will be assessed a Co-op Work Term Fee of $250.00 for each work term. Students are billed once a work term has been confirmed and the fees are payable within 21 days of receipt of the bill.

Special Status Fee Payers

Senior Citizens

The tuition fees for senior citizens (age 65 years or older) are 50% of regular fees.

Auditors

Auditors are required to pay all fees and charges as listed.

Additional UCC Fees

Building Levy Fee

This levy will be used solely for the capital debt retirement on the Campus Activity Centre. The levy will be $2.00 per credit of instruction for Academic and Career/Technical programs, $7.60 per month for full-time vocational programs and $3.80 per month for part-time vocational programs.

College Activity Fee

For programs assessed per credit fees - $0.76 per credit.

For programs assessed monthly fees - $2.80 per month or $1.40 per month for part-time students.

Lab/Studio Fee

Courses with a Lab or Studio component will be assessed an additional $16.50 per course to help cover related supplies costs.

In addition to the foregoing fees, individual departments may assess charges for specific purposes such as breakage, loss of equipment, tool deposits or field trips.

Library/ID Card Fee

For programs assessed per credit fees - $0.52 per credit.

For programs assessed monthly fees - $1.76 per month.

Summary of UCC Additional Fees:

Per Credit		Vocational – Per Month Full-time/Part-time
Building Levy	2.00	7.60 / 3.80
Activity	0.76	2.80 / 1.40
Library/ID	0.52	1.76 / 1.76
Total	3.28 per credit	12.16 / 6.96 per month
plus any Lab/Studio courses, a fee of $16.50 per course		

Student Society Fees

The Cariboo Student Society (CSS) has approved the following fees, which are payable at the same time as UCC fees:

Academic and Career/Technical Programs:

$6.40 per credit hour to maximum of $57.60 per semester

Vocational (non-semestered) Programs:

- $12.68 per month (full-time students).
- $6.34 per month (part-time students).

Extended Health & Dental Plan:

- Charged to full time Academic and Career Technical Students
- Health Fee – $98.00
- Dental Fee - $116.00

The Total Student Society Fees above are made up of the following:

Building Levy Fee

For the future consideration of a student owned and operated building:

For Academic and Career/Technical Programs:

- $1.12 per credit hour to a maximum of $10.00 per semester.

Vocational (non-semestered) Programs:

- $2.16 per month or $20.00 per year (full-time students)
- $1.08 per month to maximum $10.00 per year (part-time students)

Cariboo Child Care Society

For Academic and Career/Technical Programs:

- $0.17 per credit to a maximum of $1.50 per semester
- Vocational (non-semestered) Programs:
- $0.34 per month to a maximum of $3.00 per year (full-time students)
- $0.17 per month to a maximum of $1.50 per year (part-time students)

Cariboo Student Society Fees

Following a motion of the General Membership, student society fees shall be as follows:

For Academic and Career/Technical Programs:

- $1.64 per credit hour to a maximum of $14.76 per semester.

Vocational (non-semestered) Programs:

- $3.72 per month or $29.52 per year (full-time students)
- $1.84 per month to maximum $14.76 per year (part-time students)

Employment Centre Fee

For Academic and Career/Technical Programs:

- $1.12 per credit hour to a maximum of $10.00 per semester.

Vocational (non-semestered) Programs:

- $2.16 per month or $20.00 per year (full-time students)
- $1.08 per month to maximum $10.00 per year (part-time students)

Omega Newspaper Fee

For Academic and Career/Technical Programs:

- $0.64 per credit hour to a maximum of $5.76 per semester

Vocational (non-semestered) Programs:

- $1.24 per month or $11.52 per year (full-time students)
- $0.62 per month to a maximum of $5.76 per year (part-time students)

Radio Station Fee

For Academic and Career/Technical Programs:

- $0.75 per credit hour to a maximum of $6.75 per semester (full-time students)

Vocational (non-semestered) Programs:

- $1.50 per month to a maximum of $13.50 per year (full-time students)
- $0.70 per month to maximum $6.75 per year (part-time students)

Student Job Opportunities on campus:

For Academic and Career/Technical Programs:

- $0.56 per credit to a maximum of $5.00 per semester

Vocational (non-semestered) Programs:

- $1.12 per month to a maximum of $10.00 per year (full-time students)
- $0.56 per month to maximum $5.00 per year (part-time students)

Upgrade and maintain the UCC weight room:

For Academic and Career/Technical Programs:

- $0.42 per credit to a maximum of $3.75 per semester

Vocational (non-semestered) Programs:

- $0.84 per month to a maximum of $7.50 per year (full-time students)
- $0.42 per month to maximum $3.75 per year (part-time students)

Payment Of Fees

Programs Assessed Fees on a Per Credit Basis:

Fall Semester

Academic

a. Students are required to pay a $150 commitment fee prior to registering or being wait-listed for the Fall Semester. The $150 commitment fee will be applied as a deposit toward Fall tuition with the balance due by August 30, 2002.

b. The deadline for payment of the balance of Fall Semester fees is 4:00 pm August 30, 2002.

We encourage you to pay your fees at any bank or bank machine in Canada using our Acceptance of Payment of Account form available at the UCC Finance office on request.

c. Students whose full fees have not been paid by August 30 or who do not have a fee deferral or sponsorship in place, may have their registration cancelled and their space made available to students in the following order of priority:

i) wait-listed students

ii) new registrants from the late applicant group

d. Students who wish to be reinstated after September 27, 2002 will be assessed a maximum reinstatement fee of $150. The last date for reinstatement will be November 29, 2002.

Career/Technical & Some Degree Programs

a. **First year students**—A $500 commitment fee (to be applied to your Fall tuition) must be paid within 21 days of the date of billing following admission to the program. Fee deferrals are not available.

Should the commitment fee not be paid within the 21 day period, the student's offer of admission will be cancelled and the seat will be offered to the next student on the wait list.

Students who do not pay within the 21 day period may register in the program at a later date if seats remain available.

Second and third year students—Full fees are due and payable on or before August 30, 2002 unless a fee deferral or sponsorship has been arranged. Subject to the availability of space in the program, should a student wish to be reinstated after September 27, 2002, a $150 reinstatement fee will be assessed in addition to regular tuition. The last day for reinstatement is November 29, 2002.

Winter Semester

Academic and Career/Technical Programs

All fees for Academic and Career Technical programs are due and payable on November 29, 2002.

a. Students will be sent a copy of their winter registration by November 10 and informed that full winter semester fees must be paid by 4:00 pm November 29, 2002.

b. A fee deferral may be available in accordance with the fee deferral procedure.

c. If fees are not paid or a deferral or sponsorship arranged by the above deadline, a student's registration will be cancelled and those spaces will be made available to subsequent registrants in the following order of priority.

   i) wait-listed students

   ii) new applicants

d. Academic students who have not paid their full winter semester fees by 4:00 pm November 29, 2002 or arranged a fee deferral or sponsorship and who wish to be reinstated after January 31, 2003 will be assessed a $150 reinstatement fee.

The latest date for reinstatement will be April 11, 2003.

Summer Semester/Session

Full fees are due and payable at the time of registration unless a fee deferral is arranged. Should the above terms not be met, registration will be cancelled.

Programs Assessed Fees on a Monthly Basis:

a. Students enrolled in programs of greater than 5 months duration will be initially billed for 4 months and then every 4 months thereafter until the program is completed.

b. Students enrolled in programs of 5 months or less will be billed for full fees at the time of admission.

c. For pre-billed programs, tuition must be paid within 21 days or on the first day of class (whichever is earlier) following admission to the program. Fee deferrals are not available for the first term of the program. Should fees not be paid within specified time period, the student's offer of admission will be cancelled and the seat will be offered to the next person on the wait list.

Payment methods

Fees can be paid by cash, cheque, money order, VISA, Mastercard, American Express, Interac, APA, electronic bank transfer, Passport to Education or Letter of Sponsorship from a UCC recognized sponsor. Cheques should be made payable to UCC.

Registration is not complete until all fees are paid.

All refunds are subject to Fee Refund Policies.

Fee Refund Policies

A signed official withdrawal form and the student's copy of the registration data form must be returned to the Records Department before a refund is processed. Refunds will be determined based on the date a signed official withdrawal is received by the Records Department.

1. Semesterized Programming

a) Withdrawal prior to or during the first or second week of instruction will be subject to a 100% refund of fees less the commitment fee paid.

b) Withdrawal after second week of instruction—no refund.

2. Monthly Programming

For those programs assessed on a monthly basis, students will be refunded the portion of tuition paid but not used.

3. Extension Services Programming

a) Prior to the commencement of the course a full refund is provided.

b) After the first night of instruction no refund is provided.

4. Medical Withdrawal

Semesterized Programs:

Regardless of date, students who completely withdraw from all of their courses for medical reasons during the semester will be provided with 80% of tuition fees on receipt of an official medical excuse from their doctor.

Monthly Programs:

For those programs assessed on a monthly basis, students will be refunded the portion of tuition paid but not used.

Administrative Charges

Application Processing Fee

A first-time student to UCC who applies for admission to a credit program is charged a one-time non-refundable application fee of $15. This fee must accompany the application for admission.

Duplicate Income Tax Receipts, Certificates, Diplomas, Course Outlines

For each duplicate requested there is a $5.00 fee.

Library Fines

One dollar ($1) per day for overdue Reserve materials or regular loan materials which are overdue when recalled for another borrower and for overdue inter-library loans. Twenty-five cents ($.25) per day for all other overdue library materials.

NSF Cheque Fee

A $10.00 NSF Cheque Fee will be charged on all dishonoured items.

Reinstatement Fee

A Reinstatement Fee of $150.00 per semester will be assessed to all students who have not paid their fees by the deadline and who want to be reinstated.

Transcript Fees

Transcripts must be requested in writing, on a Request for Transcript form available from the Registrar's Office or on a signed letter. The cost is $3.00 for each copy.

International Students

International Education

CYNDI MCLEOD, I.D. (B.C.), M.B.A. (New Zealand), D.M.A.T.P., Executive Director
IVAN SOMLAI, B.A., M.A., C.I.M., Associate Director, International Contract Services
VERA WOJNA, B.Ed., M.Ed. (Brit. Col.), Associate Director
LARRY PEATT, Manager, International Projects
CHRISTOPHER GAS, B.B.A (U. of R.)., International Marketing Manager
TRACY BARTH, Admissions
DIANA MCMILLAN, Admissions
BARB SMITH, Academic Advisor
KATHY BENTLEY, Part-time Academic Advisor
HELEN CHIN, Student Support Coordinator
BAIHUA CHADWICK, Student Advisor
ERIC KIM, Student Advisor
DIANA NING, Student Advisor
YOSHIE OZAWA, Student Advisor
LOLINA ROCHELEAU, Student Advisor

The University College of the Cariboo provides a comprehensive approach to education with four-year Bachelor and two-year Associate Degrees, College Preparation and English Language Programs, and Career and Technology and Vocational Diploma and Certificate Programs. UCC welcomes students from all parts of the world!

General Admission Requirements

All international applicants must:

- be 17 years of age or older on arrival
- have a formal letter of admission from UCC and a valid student authorization from the Government of Canada
- possess valid and adequate medical insurance coverage
- meet the admission requirements as specified for the intended program of study

Admission Requirements for Specific Program Areas

To Apply for English Language Program (CESL):

In addition to the above general admission requirements, applicants must:

- have completed high school to the Canadian Grade 11 level or equivalent.
- have some prior studies in English. Students should arrive with a minimum of an upper beginner's level of English (at an approximate TOEFL score of 350.)

To Apply for University Transfer and Degree Programs:

In addition to the above general admission requirements, applicants must:

- have completed high school to the Canadian Grade 12 level or equivalent.
- if required, have successfully completed any necessary pre-requisite courses appropriate to the chosen field of study.
- demonstrate the required English language competency either by presenting an official TOEFL score of 570 or above or by presenting an official IELTS score of 6.5 or higher or by successfully completing Level 5 of the UCC English Language Program. UCC will give consideration to internationally recognized English Language assessment tests such as the Michigan Lab Test.

Admission to College Preparation:

Students who have completed high school to a Canadian Grade 11 level or equivalent may be eligible for the College Preparation Program where they can complete their Grade 12 equivalency and any pre-requisite qualifications to enter their chosen field. Applicants must meet the general admission requirements and must meet the minimum English language requirements for their chosen program. The options are as follows:

a. Students will write the UCC English Placement Test (EPT) on arrival. UCC does not require a TOEFL score for admission, but English upgrading is required if the score on the UCC EPT indicates it to be necessary.

b. Students presenting a current official TOEFK score of 500-549 on admission to UCC may choose not to write the UCC English Placement Test. In that case, students will be placed in CESL, Level 4.

c. Students presenting a current official TOEFL score of 550 to 569 on admission to UCC may choose not to write the UCC English Placement Test. In this case, students will be placed in Level 5 of the CESL Program and must complete CESL 057 and CESL 058 with a grade of B- or higher in order to be admitted to English 110 and/or full-time study in an academic program.

d. Students presenting a current official TOEFL score of 570 or above will be eligible for direct entry into English 110 and/or full-time study in an academic program.

Please refer to the section in the UCC calendar under English As A Second Language for full program details.

To Apply for Career and Technology and Vocational Programs:

In addition to the above general admission requirements, the applicants must:

- have completed high school to the Canadian Grade 12 level or equivalent.
- have permission from the chairperson of the program
- meet the minimum English language requirements for their chosen area. The English language requirement may vary for each department. Refer to the specific program areas for program requirements. The majority of the diploma and certificate programs will require the completion of Level 4 of the UCC CESL Program with a grade of B- or higher in CESL 047 and CESL 048, an EPT Placement of CESL Level 5 or an official TOEFL score of 550 or higher.

Note: The Tourism Supervisory and the Business Assistant Certificate Programs require the successful completion of UCC CESL Level 4, an EPT Placement of CESL Level 5 or a current official TOEFL Score of 550 or IELTS 6.0 or higher.

Application Process

To apply to The University College of the Cariboo, international students should follow these steps:

- Complete an Application for Admission form.
- Enclose a $100.00 non-refundable Application Processing Fee.
- Enclose a certified copy of all high school and university transcripts translated into English.
- If applying for the academic or career programs and if available, arrange to have an original copy of your TOEFL results sent to UCC.

After receiving this information, UCC will send the student a preliminary acceptance letter indicating the conditions of the acceptance and the steps to follow to obtain the final acceptance letter to UCC.

International Student Fees (April 2002 to December 2002)

The tuition fees applicable to international students for lower level* Academic, Career/Technical and Developmental programs shall be $3800.00 per semester for full time study.

Where applicable, materials fees may be assessed.

The tuition fees applicable to international students for upper-level* Academic programs shall be $3965.00 per semester. Where applicable, materials fees may be assessed.

The tuition fees applicable to international students for Vocational programs shall be $3800.00 per semester. Where applicable, materials fees may be assessed.

A $115.00 Canadian non-refundable fee to cover student society, college activity and building levy fees will be added to the tuition amount for each semester.

(For full details of international student fees, see International Students section in this calendar)

International students are required to be enrolled in a full-time program of study. Tuition fees will not be pro-rated for students choosing to take less than a full program. Exceptions will be made for students who are in their final semester of their degree, diploma or certificate program and require fewer courses for completion.

During the summer semester, fees will be assessed on a per credit hour basis.

If an international student's status changes to that of a landed immigrant status on/after the first day of classes in a semester, the change in tuition fees will occur the following semester. Students are asked to provide documentation of the status change.

Please refer to tuition fees outlined in the International Education brochure.

UCC reserves the right to change fees and policies without notice.

Additional Fees

General Fees:

All international students will be assessed an additional general fee of $115.00 each semester. This fee is assessed as a contribution toward the Library/ID library card, College/International Activity Fees, Building Levy Fee and the Student Society Fee.

Material/Lab Fees:

Where applicable to specific courses, students will be assessed lab/materials fees.

In addition, students are also responsible for such expenses as medical insurance coverage, textbooks, housing, meals, recreational and transportation costs.

Refund Policy

Students should familiarize themselves with UCC's refund policy prior to submitting payment for their studies.

International students who:

Withdraw prior to the start of instruction will receive a 50% refund of tuition fees.

b. Withdraw in the first or second week of instruction will receive a 25% refund of tuition fees.

c. Withdraw after the second week of instruction will receive no refund of tuition fees.

d. Withdraw for medical reasons or due to a failure to obtain a student authorization prior to arrival at UCC will be entitled to a full refund of tuition fees paid less a $100.00 administration fee. Students must notify UCC in writing and provide documentation prior to the start of the semester. Once instruction begins, policies b. and c. above apply.

In addition, in all refund cases, the General Fee of $115.00 is non-refundable.

Students who wish to defer their application to the next semester must do so in writing prior to the start of the semester.

Medical Insurance

All students must have adequate medical coverage while studying at UCC. If a student does not have adequate medical insurance, it must be purchased prior to course registration.

English As A Second Language Certificate Programs

Students can earn one ESL Core certificates and one or more ESL Bridging certificates by completing a specific set of courses for each option. Refer to the ESL section of this calendar for specific details. Students must apply for their certificate once they complete the program. The certificates available are:

Core Certificates:

- Foundations English as a Second Language (Basic Level)
- English for Communications (Intermediate Level)
- English for Academic Preparation (Advanced Level)
- Bridging Certificates:
- English Language with an Introduction to Accounting (ELA)
- English Language with an Introduction to Business (ELB)
- English Language with an Introduction to Economics (EEC)
- English with an Introduction to Fine Arts (ELF)
- English Language with an Introduction to Computers (ELC)

English Language Pre-Requisite For Academic Study

Students may be required to do some upgrading in the English language prior to beginning their academic study. Students are given an extensive English language assessment test when they arrive. Based on this assessment, students will be placed within the 5 Level English As a Second Language (CESL) Program. Students admitted into an Academic, Career or Vocational program, who score well on the test, will be recommended for direct entry into their program of study.

At the more advanced levels of the CESL program, students may begin academic work in combination with their English courses. In normal circumstances, all second language training should be completed prior to undertaking full-time post-secondary study.

CESL Level 5 courses (CESL 057 and 058) are pre-requisite courses for first year university English courses. Students at this level may be eligible to take up to three academic courses in addition to their ESL courses.

Satisfactory Academic Achievement

All students who enter UCC are expected to maintain acceptable standards of academic performance. Students should refer to the section in this calendar which explains UCC's guidelines for acceptable performance. Should an international student begin to fall below the acceptable performance standards, he/she will receive prior warning and be given access to academic advising services. If the student continues to be unable to maintain acceptable standards of academic performance, he/she shall be placed on probation and may, if the situation persists, be required to withdraw from the program.

International Student Support

The University College of the Cariboo currently has thirteen staff members who provide special support to international students. There are five International Student Advisors who arrange for homestays, airport reception, student orientation, and provide ongoing support throughout the student's stay at UCC. Prior to arrival, our two International Admissions staff work closely with students to ensure they receive the necessary application and acceptance information and documentation. Our International Student Academic Advisors assist students with program planning and course selection. An Activity Facilitator arranges for optional activities for international students throughout the semester. The Executive Director and Associate Director of the International Centre are responsible for ensuring that all international students at UCC are well received and have a positive and successful experience.

Homestay Program And Campus Residence

International students are encouraged to participate in the homestay program for at least the first semester of study. Homestay is an excellent way for a student to get settled, learn about Canadian culture and practice the English language. The family provides the student with a private room and three meals a day, including a bag lunch. Arrangements are made through UCC's International Education Centre.

UCC's residences are situated on campus and are available to international students. The student has a private room equipped with a single bed, desk, combination small kitchen facility and storage space. Arrangements can be made directly with McGill Student Housing.

Student housing is also available at Upper College Heights - a 2-minute walk from campus.

Policy On International Students

Introduction

The Government of British Columbia has a commitment to forging stronger links between the Province and the international community. With greater economic interdependence on a global scale, societies need to work together towards a stable and peaceful world economy. Cultural understanding is an important precursor to increased economic ties, and education is a major vehicle that can enhance these cultural and social bonds.

The education of students from other countries in British Columbia and the education of British Columbian students offshore lay the cultural, personal and economic foundations for improved international relations and economic development. The links established through the educational sector will, over the long term, result in expanded positive international relationships in other sectors of our society. Thus, international education makes an essential contribution to our social, cultural and economic goals.

The presence of international students at The University College of the Cariboo enriches the educational experience for the student body. International education provides, as well, increased opportunities for university students to study and travel in other countries.

University faculty and staff benefit from the renewal and professional development opportunities provided by working within a cross-cultural educational milieu.

Assumptions

The first objective of UCC is to serve the educational needs of the University College region and the Province. International education will support, not supplant, this goal by providing revenue for the University College as well as for the communities in which the students are studying.

International education activities can be enhanced through cooperative arrangements among institutions, between public and private sectors, and between institutions and non-governmental agencies.

UCC will participate with Canadian agencies which provide support and funding for international development, as well as with international funding agencies.

Policy

UCC accepts its responsibility as a part of the British Columbia post-secondary system to provide an international education program which will enhance academic, cultural and economic links with the world community.

International Education activities will normally fall within one of the following general areas:

1. International students, instructors and administrators come to UCC for regular and specifically designed programs.
2. UCC initiates and/or participates in international education projects in other countries. These can be of a developmental nature, and financed by external agencies or can be in the form of private or public sector joint ventures of a contractual nature.
3. Programs are provided to British Columbian residents to increase their knowledge and skills so that they may participate effectively in cross-cultural activities.

Guidelines

1. Notwithstanding these benefits, both the provincial Ministry of Skills, Training and Labour and the University College of the Cariboo Board recognize their primary responsibility is to the education of British Columbians.
2. International students will not normally be accepted into limited enrollment programs if, by their acceptance, places are denied to qualified Canadians and permanent residents. This does not pre-empt the University-College from adding seats for international students to specific programs.
3. Programs designed for international students, which also create course opportunities for British Columbians, are encouraged.
4. Costs of educating international students (including administrative and management costs, as well as direct instructional costs) must be borne by international students, or their sponsoring agency, on a full cost-recovery basis.

For Further Information please write or call:

UCC International,
The University College of the Cariboo,
P.O. Box 3010,
Kamloops, B.C.
V2C 5N3, CANADA
Tel.: (250) 828-5252
Fax: (250) 371-5513
www.uccinternational.net

Student Academic Policies, Regulations and Procedures

Index of Policies and Procedures:

- Academic Achievement Awards (ED-9-1)
- Academic Honesty (ED-5-0)
- Academic Recognition (ED-3-4)
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- Admission of Students who are not Graduates from Programs Accredited by a Province (ED-1-2)
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Academic Achievement Awards – Policy ED-9-1

Please see www.cariboo.bc.ca/policy/educ/index.html for the latest policy and regulations.

Policy

The University College of the Cariboo (UCC) is committed to recognizing the outstanding achievement of its students through the provision of medals, prizes and scholarships.

Medals are awarded for excellent performance in a program of study.

Prizes are monetary or non-monetary awards which recognize outstanding performance in a course or program of study.

Scholarships are monetary awards based on high scholastic achievement over an entire academic year and, unless otherwise specified, are to be used for further study at UCC.

Regulations

I. Medals

Each UCC school or department will identify their best candidates based on the criteria set forth herein and forward their selections, including supporting documentation, to the Awards Committee for review and recommendation of medal recipients to the Education Council. In the absence of a quorum, the Chair of the Education Council is vested with the authority to approve the recommendations.

The name of any medal issued by UCC to a graduating student will be placed on the student's transcript.

Medals will be awarded at Convocation except for the Lieutenant-Governor's Silver Medal, which will be awarded at the annual Awards Reception.

II. Medal Selection

UCC Medals

a. One medal will be awarded in each UCC degree program to the eligible graduating student who achieves the highest grade point average over the assessment period.

b. Assessment will be based on all the graded credits required for the final two years of the degree program, which must include all the upper-level graded credits.

c. If the student has more than the requisite credits, then the highest-graded credits required to meet the awards criteria will be assessed.

d. The minimum grade point average for medal consideration will be 3.50 over the assessment period.

e. Once students have been identified as meeting the minimum grade point average, a nine point grading system will be used for medal adjudication.

f. Tie-breaking will be conducted by eliminating the lowest-graded equivalent number of upper-level credits until the medal winner emerges.

g. Consideration will only be given to students who have maintained a minimum of 80% of a full program load over each semester of the assessment period.

h. Courses taken concurrently at UCC and at another institution will count towards program load and the credit granted will be assessed in the same manner at UCC credit.

i. Ungraded credit will not count towards the program load requirement.

j. Each school or department will identify the two candidates who best meet the criteria.

k. Regardless of the number of graduates in a given degree program, if an individual meets the criteria, that graduate will be awarded a medal.

Governor General's Academic Medal (Silver)

a. The medal is awarded annually to the undergraduate who achieves the highest academic standing upon graduation from a bachelor degree program.

b. The recipient will be selected from the UCC Medal nominees on the basis of the average of the graded upper-level credits required to complete the final two years of the degree.

c. The nine point grading system will be used for medal adjudication.

d. Tie-breaking will be conducted by eliminating the lowest graded equivalent number of upper-level credits until the medal winner emerges.

e. The winner of the Governor General's Medal may not receive the UCC medal from his/her faculty. The UCC medal will go to the second place student from the same degree program.

Governor General's Academic Medal (Collegiate Bronze)

a. The medal is awarded annually to the student who achieves the highest overall average upon graduation from a diploma-level, post-secondary program of a minimum of two years, full-time duration.

b. Consideration will only be given to students who have maintained a minimum of 80% of a full program load over each semester of the assessment period.

c. The minimum grade point average for medal consideration will be 3.50 over the assessment period.

d. Once students have been identified as meeting the minimum grade point average threshold, the nine point grading system will be used for medal adjudication.

e. Assessment will be based on all the credits required for the program.

f. If the student has more than the requisite credits, then the highest-graded credits required to graduate from the program will be assessed.

g. Tie-breaking will be conducted by eliminating the lowest-graded equivalent number of credits until the medal winner emerges.

h. Graded transfer credit will count towards program load and be assessed in the same manner as UCC credit.

i. Each school or department will identify the two candidates who best meet the criteria.

Lieutenant-Governor's Silver Medal

a. The medal is awarded annually to the top-ranking student in a vocational or career program of less than two years' duration who has participated actively in college and/or community affairs.

b. The minimum program length for consideration will be four months.

c. Consideration will only be given to students who have maintained a minimum of 80% of a full program load over each semester of the assessment period.

d. The minimum grade point average for medal consideration will be 3.50 over the assessment period for students on the Letter Grading System and Dean's List standing for students on the Competency Based Grading System.

e. Only students who have met all graduating requirements will be considered.

f. Each school or department will identify the top-ranking academic student in each eligible program and send the nomination to the Financial Aid & Awards Office.

g. The Financial Aid & Awards Office will advise the student of their nomination for the medal and request biographical information.

h. The Financial Aid & Awards Office will forward the names of nominees, their transcripts and biographical information to the Awards Committee.

III. Prizes

Prizes are awarded upon the recommendation of faculty, schools or departments and do not require an application.

IV. Scholarships

1. Unless otherwise specified, scholarships are tenable only at UCC.

2. The minimum standard for an award designated as a scholarship will require the student to:

a. have completed 80% of a full program load at UCC in each semester of the previous academic year with a minimum of a 3.50 grade point average in each semester, with no failed courses.

b. maintain enrollment in 80% of a full program load during each semester of the academic year for which the scholarship is issued

3. Unless otherwise specified, scholarship standing for students taking more than 80% of a full program load will be assessed on the basis of 80% of a full program load, chosen to provide the greatest benefit to the student.

4. Scholarships may be awarded upon the recommendation of a specific division, school or department, or by the Financial Aid & Awards Office.

5. Students entering UCC directly from secondary school and wishing to be considered for entrance scholarships require a B+ or 75% graduating average.

6. Students entering UCC directly from another post-secondary educational institution and wishing to be considered for scholarships will be assessed in the same manner at UCC students.

7. Scholarships may be withheld, reduced, or cancelled for any of the following reasons: lack of suitable candidates, failure to meet the terms and conditions of the award, withdrawal from the institution, reduced income on invested funds, withdrawal of the award by the donor.

Academic Honesty – Policy ED-5-0

Please see www.cariboo.bc.ca/policy/educ/index.html for the latest policy and regulations.

Policy

I. General

University College of the Cariboo (UCC) students have an obligation to fulfill the responsibilities of their particular roles as members of an academic community. They are expected to be honest and forthright in their endeavours. Academic integrity is both highly valued and expected.
Apart from the responsibility of the student in not participating in an act of academic dishonesty, it is the responsibility of the UCC staff to take all reasonable steps to prevent and to detect acts of academic dishonesty. It is an instructor's responsibility to confront a student when such an act is suspected and to take appropriate action if academic dishonesty, in the opinion of the instructor, has occurred.

II. Policy

When an instructor suspects that academic dishonesty has occurred, the instructor shall:

1. Notify the student(s) concerned.

2. Notify the appropriate department Chairperson.

3. In conjunction with the Chairperson, meet with the student(s) concerned.

4. If the department Chairperson is satisfied that academic dishonesty has indeed taken place, he or she shall advise the student(s) in writing that the student has received a failing grade (F) in that course effective immediately. A copy of the letter is also sent to the Registrar for inclusion on the student's permanent record.

5. In the event a student is found to have been guilty of academic dishonesty for a second time during his or her program or studies at UCC, the student will receive a failing grade (F) for that course and is subject to suspension from UCC by the President.

6. In the event a student is found to have been guilty of academic dishonesty, the student may appeal the decision by means of the appeal procedure described in Policy ED-4-0.

III. Forms of Academic Dishonesty

1. Cheating

Cheating is an act of deception by which a student misrepresents that he/she has mastered information on an academic exercise that he/she has not mastered. Examples:

a) Copying from another student's test paper.
b) Allowing another student to copy from a test paper.
c) Using the course textbook or other material such as a notebook brought to a class meeting but not authorized for use during a test.
d) Collaborating during a test with any other person by receiving information without authority.

e) Using specifically prepared materials during a test, e.g. notes, formula lists, notes written on the student's clothing, etc.

2. Academic Misconduct

Academic misconduct is the intentional violation of UCC academic policies and procedures, by tampering with grades, or taking part in obtaining or distributing any part of an unadministered test. Examples:

a) Stealing, buying, or otherwise obtaining all or part of an unadministered test.
b) Selling or giving away all or part of an unadministered test including answers to an unadministered test.
c) Bribing any other person to obtain an unadministered test or any information about the test.
d) Entering a building or office for the purpose of changing a grade in a grade book, on a test, or on other work for which a grade is given.
e) Changing, altering, or being an accessory to the changing and/or altering of a grade in a grade book, on a test, a "change of grade" form, or other official academic records of UCC which relate to grades.
f) Entering a building or office or otherwise viewing a test for the purpose of obtaining or examining an unadministered test.

3. Fabrication

Fabrication is the intentional use of invented information or the falsification of research or other findings with the intent to deceive. Examples:

a. Citation of information not taken from the source indicated.
b. Listing sources in a bibliography not used in the academic exercise.
c. Inventing data or source of information for research or other academic exercise.
d. Submitting as one's own any academic exercise (e.g. written work, printing, sculpture, etc.) prepared totally or in part by another.
e. Taking a test for someone, or permitting someone to take a test for the registered student.

4. Plagiarism

Plagiarism is the inclusion of someone else's words, ideas or data as one's own work. When a student submits work for credit that includes the words, ideas or data of others, the source of that information must be acknowledged through complete, accurate, and specific footnote references, and, if verbatim statements are included, through quotation marks or block format as well. By placing his/her name on work submitted for credit, the student certifies the originality of all work not otherwise identified by appropriate acknowledgements.

A student will avoid being charged with plagiarism if there is an acknowledgement of indebtedness:

a) Whenever one quotes another person's actual words;

b) Whenever one uses another person's idea, opinion or theory, even if it is completely paraphrased in one's own words; and

c) Whenever one borrows facts, statistics, or other illustrative materials, unless the information is common knowledge.

Regulations

I. Role of the Registrar – Final Exams

The Registrar will receive and is responsible for the security of all final exams produced by the Print Shop. On the day of the final exam, the Instructor shall personally pick-up the exam from the Registrar's Office, at which time he or she will assume responsibility for the security of all copies.

II. Role of the Instructor – Final Exams

Because of the special relationship which exists between an Instructor and his or her students, the basic responsibility for taking reasonable precaution to prevent academic dishonesty shall rest with the Instructor or Instructors in charge of a particular course or program. As well as maintaining the security of final examinations, the Instructor must, of necessity, assume responsibility for taking all reasonable steps to detect academic dishonesty in all forms of course or program assessment in the courses or programs for which he or she is responsible.

In the case where an Instructor is assigned to invigilate a final examination, he or she is responsible for taking reasonable precautions to prevent cheating in that examination. Invigilators must also check the room for possible security problems both before the students enter the room and again after the examination is complete.

Each instructor is responsible for invigilating his/her scheduled exams, at the time and place indicated in the final exam schedule. Any additional invigilators that may be required are to be accessed by the Instructor involved in the respective Chairperson.

III. Action to be Taken in a Case of Cheating in Final Exams

1. In a final examination, where the Registrar has reason to believe that the security of the examination has been generally compromised, the Registrar, in consultation with the Vice-President, may discount grades awarded in that examination and schedule another.
2. In all other cases where a student is detected cheating or indulging in any other form of academic dishonesty, the Instructor shall take action as described in this policy.

Academic Recognition - Policy ED-3-4

Please see www.cariboo.bc.ca/policy/educ/index.html for the latest policy and regulations.

Policy

I. Dean's List

The University College of the Cariboo (UCC) recognizes full-time students who earn superior grades in an academic semester as "Dean's List" students.

In programs that follow standard Fall/Winter semesters, students who enroll in and successfully complete at least 15 credits during a semester, and who achieve a semester grade point average of 3.50 or better, are recognized as Dean's List students for that semester.

In programs that do not follow standard Fall/Winter semesters, students who enroll in and successfully complete a full course load during a specific study term, who meet appropriate performance standards and are ranked in the top 10% of the students in their respective programs, may be recognized as Dean's List students.

II. Graduation with Recognition

UCC recognizes students who complete certificate, diploma and degree programs with high academic performance as graduating with first or second class standing.

1. Students who complete the requirements for graduation from a UCC program with a grade point average of 3.50 or better in all courses counted towards program requirements, or who have met appropriate performance standards and rank in the top 10% of their graduating classes in programs where program GPA measures are not appropriate, may be deemed to have graduated with First Class standing.
2. Students who complete the requirements for graduation from a UCC program with a grade point average of at least 3.00 but less than 3.50 in all courses counted toward program requirements, or who rank in the top 25% but not the top 10% of their graduating classes in programs where GPA measures are not appropriate, may be deemed to have graduated with Second Class standing.

Regulations

I. Dean's List

Dean's List students will be sent congratulatory letters by their respective Deans and will have the notation "Dean's List" posted on their transcripts at the end of each term in which they have met the relevant performance standard.

In programs that follow standard Fall/Winter semesters:

a. Once final grades are posted for a semester, the Registrar's Office will generate a Dean's List from the student records system and will provide the names and addresses of Dean's List students to the respective Deans.

b. Programs that follow standard Fall/Winter instructional semesters but have full-time loads comprising fewer than 15 credits may, subject to approval by the Education Planning and Program Review Committee of Education Council, elect to follow the procedures set out in (I) 2 below.

2. In programs that do not follow standard Fall/Winter terms or that qualify under provision (I) 1.b above using semester end grades, it will be the responsibility of the respective Dean, in consultation with relevant Chairs and Program Advisors, to identify and administer specific criteria and standards for determination of Dean's List students, to file copies of those criteria and standards with the Education Planning and Program Review Committee, and to notify the Registrar's Office of qualifying students at the end of each relevant program component.

II. Graduation With Recognition

Students meeting the performance standards set out in this Policy will have the notation "Graduated with First Class Standing" or "Graduated with Second Class Standing", as appropriate, posted on their transcripts at the end of the respective program record.

For the purposes of determining eligibility for graduation with First or Second Class standing, all program grade point averages will be calculated by dividing total grade points earned by total program credit attempts.

For programs in which grade point averages do not provide appropriate indicators of program performance, it is the responsibility of the respective Dean, in consultation with relevant Chairs and Program Advisors, to identify criteria and standards for graduation with First or Second Class standing and to file a statement of those criteria and standards with the Education Planning and Program Review Committee.

Once a student has been approved for graduation from a UCC program, it will be the responsibility of the respective Dean to notify the Registrar's Office if that student has qualified for graduation with First or Second Class standing.

Admission of Students Sponsored by a Federal or Provincial Agency who Potentially Pose a Safety Risk – Policy ED-1-4

Please see www.cariboo.bc.ca/policy/educ/index.html for the latest policy and regulations.

Policy

1. The University College of the Cariboo (UCC) seeks to develop individuals by expanding their capabilities for responsible citizenship, vocational competence and intellectual and social growth. Notwithstanding the UCC Mission Statement which encourages life-long learning and social skills, students must meet minimum admission standards with respect to both academic and behavioural requirements.
2. With regard to the above, UCC must consider the overall safety of the general UCC community. It therefore reserves the right to assess the suitability of potential students both academically and behaviourally for our diverse and complex social milieu.
3. In the case of a potential student who is referred by a federal or provincial government agency and who poses a risk to the safety of anyone on the UCC campus, the referral agency shall provide to UCC, prior to the admission of such student, such information, on a confidential basis, as the law permits. Federal or provincial government agencies include those related to mental health, social services, parole and probation. Without restricting the generality of the foregoing, this requirement will apply to potential students who have committed violent and/or sexual assaults.

4. Such information shall be presented by the referral agency to the President of UCC, whose duty it is to determine the admissibility of the potential student. Should the UCC decision be that admission would place any sector of the UCC community at risk, then admission may be denied. The decision to admit or reject admission shall be in the sole discretion of the President.
5. Should admission be granted, staff at UCC will be informed on a "need to know" basis protecting individual confidentiality while informing staff who have direct contact with the student. In the event a student is to be admitted, precautions shall be put in place, in consultation with the referral agency, so as to best protect and ensure the safety of all members of the UCC community.

Admission of Students who are not Graduates from Programs Accredited by a Province – Policy ED-1-2

Please see www.cariboo.bc.ca/policy/educ/index.html for the latest policy and regulations.

Policy

The University College of the Cariboo (UCC) wishes to recognize that students may arrive at UCC from a variety of educational experiences. However, UCC also recognizes the need to establish realistic entrance criteria. Therefore, UCC will admit students based on objective measures of performance where the student is not a graduate of a program accredited by British Columbia or one of the other provinces.

Policy ED-1-1 on Mature Student Admissions provides that students less than twenty years of age will not be admitted under the mature student policy, but outlines a commitment to individual assessment for those who have been out of school for one year.

This policy outlines a procedure for students of normal school-leaving age who are not graduates of provincially-accredited programs.

Regulations

Students of normal school-leaving age who request admission to UCC and who do not qualify under mature student status and who do not possess certification from a provincially-accredited program may be required to:

1. Demonstrate Grade 12 equivalency by writing a general admission test, e.g. SAT, TABE.
2. Demonstrate proficiency in specific program or course prerequisites by:
   a. Writing Grade 12 B.C. Provincial exams in required courses. (The mark obtained will represent 100% of the grade); or
   b. Completion of equivalent UCC courses; or
   c. Successful challenge of an equivalent UCC course (note: not all prerequisite courses can be challenged).
3. Perform at the appropriate prerequisite level on the Canadian Achievement Test for vocational programs.
4. Write the Language Proficiency Index or Nelson Denny Standardized Test and perform at a level specified by the program.

Underage students will normally be referred to their local secondary school for high school completion and certification.

Admissions – Policy ED-1-0

Please see www.cariboo.bc.ca/policy/educ/index.html for the latest policy and regulations.

Policy

The University College of the Cariboo (UCC) is dedicated to the proposition that the citizens of its region should be able to obtain the maximum educational benefit possible from their community college subject to the limitations of government policy and the resources available. This belief has led the Board of Governors to adopt what has come to be known as an "open door" policy with respect to the various programs available. What "open door" really means is that UCC has the responsibility to try to arrange a program of studies for any adult student which will, if followed successfully, ultimately lead that student to his or her chosen program.

A limited number of UCC courses and programs have no previous educational pre-requisites and can be entered directly.

Other UCC courses and programs have educational and/or general pre-requisites which must be met by applicants prior to admission. Once applicants have these pre-requisites, admission takes place on a "first come, first served" basis. This means that applicants are admitted in the order of the dates on which UCC receives all required admission documentation from the student.

Some limited capacity programs admit students on a "selective" basis. This means that applicants must meet specific educational and general pre-requisites and are then evaluated to assess their potential for success in the program. The applicants judged to be best qualified for success in the program are then admitted.

Appeals – Policy ED-4-0

Please see www.cariboo.bc.ca/policy/educ/index.html for the latest policy and regulations.

Policy

I. General

The University College of the Cariboo (UCC) recognizes that although most students experience no concerns regarding their education, some occasionally experience problems with interpretations of UCC policy or procedures by UCC staff. While most differences can be resolved by an open and frank discussion with the people concerned, a process is required whereby students may bring forward for formal review, matters that have not been resolved to their satisfaction.

An appeal is an internal hearing for the purpose of reviewing and resolving matters of concern raised by students.

1. UCC therefore recognizes the right of students to appeal:
   i. Decisions on grades;
      ii Decisions on the application of policies, procedures and regulations; and
      iii Perceived unethical conduct by UCC staff or other students.

2. In general, a student (the appellant) should attempt to resolve a concern by discussing the situation as follows:
   i. With the person with whom the concern originated (the respondent);
   ii. If the concern is not resolved, then with the person at the next highest level of responsibility (normally a Department Chair);
   iii. If still unresolved, with the Dean or Divisional Director;
   iv. If the issue remains unresolved, then the student may commence an appeal in accordance with the appeal procedure set out in the Appeals Regulations.

The process of appeal is student-initiated and can be terminated at any time by the student.
Save under exceptional circumstances that in the opinion of the President of the University College affect the welfare of a number of students, the process outlined in this policy and its attendant regulations shall be followed.
Appeal hearings shall be closed meetings, and all parties to the appeal shall ensure confidentiality of all information reviewed and discussed during the hearing.
Within 14 days of receiving an Appeal Committee decision, either the appellant or respondent may make a final appeal to the President. Grounds for such appeals shall be limited to denial of natural justice or violation of due process as set out in this Policy and Regulations. The decision of the President shall be final and binding.
Notwithstanding this Policy, suspensions of students may be appealed to the Board of Governors as set out in the College and Institute Act.

II. Appeal Committee Membership

1. A standing Appeal Committee Panel shall be reviewed annually by the Education Council. The Panel shall be established by October 1 and shall comprise:
   a. one faculty member from each instructional division, appointed by the Dean of the division;
   b. one student from each instructional division, appointed by the Cariboo Student Society.

   Each electing group shall employ principles of gender equity.
2. To hear an appeal, an Appeal Committee shall be convened by the Registrar. The Committee shall consist of:
   a. the Registrar or the Registrar's delegate, who shall serve as non-voting Chair;
   b. two students, drawn at random by the Chair from the student membership of the Appeal Committee Panel;
   c. two faculty members, drawn at random by the Chair from the faculty membership of the Appeal Committee Panel.
3. No Panel Committee member shall serve on an Appeal Committee if he or she is currently a student or faculty member in the Department with which the appeal is concerned, is an instructor of the student whose appeal is to be heard, or may otherwise by perceived to be in conflict of interest, as determined by the Chair of the Appeal Committee in accordance with UCC policy.
4. In the event that an insufficient number of Panel members are eligible to serve on an Appeal Committee, the Chair shall request additional faculty members from the instructional divisions or students from the Cariboo Student Society.
5. An Appeal Committee quorum shall consist of all five committee members.
6. Appeal Committee decisions shall be by majority vote. In the event of a tie, a new Committee shall be struck to re-hear the Appeal. Other than the Chair, no member of the new Committee shall have served on the earlier Committee.
7. Ad Hoc Appeal Committees shall be struck by the Registrar as required for appeals at the Williams Lake campus. Each Ad Hoc Committee will consist of:
   a. the Registrar or the Registrar's delegate, who shall serve as non-voting Chair;
   b. two students, appointed by the Dean, Williams Lake Campus; and
   c. two faculty members, appointed by the Dean, Williams Lake Campus.

All other rules and procedures shall be as set out above.

III. Voting

Each member of the Appeal Committee, with the exception of the Chair, shall have one vote in rendering a decision.

IV. Length of Term

Membership on Appeal Committee Panels normally shall be for a period of two years. Terms of service shall be arranged such that one-half expire as of September 1 in each academic year.

Regulations

I. Procedure

1. If a student is unsure whether a certain concern, action or decision can be appealed, the matter should be discussed with either a Counsellor or the Director of College and Student Affairs. Appropriate recommendations will be made and the student can then take action as he or she desires.
2. Appeals under the terms of the Appeals Policy must be made to the Director, College and Student Affairs. Appeals must be submitted in writing, together with a $25.00 fee, within seven working days of the decision or action that is being appealed. The letter shall state the nature of the appeal and a suggested resolution. The appeal fee will be refunded if the appeal is allowed and will be forfeited if the appeal is denied.
3. Upon receipt of a letter of appeal, and after ensuring that Part 2 of the GENERAL section of the Appeals Policy has been met, the Director of College and Student Affairs will convene an Appeal Committee.
4. Within two working days of determination that an Appeal Committee will be convened, the Director of College and Student Affairs will establish an Appeal Committee, organize files of relevant material for

each Committee member, pass the request for appeal to the Chair of the Committee and forward a copy of the student's appeal letter to the respondent.

5. Within two working days of the establishment of an Appeal Committee, the Appeal Committee Chair will undertake to schedule an Appeal Hearing, taking into account the schedules of all people required to attend. The initial meeting normally will be arranged within two weeks. The Chair will assume responsibility for convening all meetings until the appeal has been terminated.
6. The appellant and respondent may bring witnesses to the Appeal Hearing. Participation of witnesses shall be limited to providing evidence and responding to questions from the Appeal Committee. Witnesses may be present at the Hearing only when providing evidence or responding to questions from the Appeal Committee.
7. Each appellant or respondent may bring one support person to the Appeal Hearing. Support persons may not be present at the table and shall not participate in the appeal unless called on by the Chair to do so.
8. All parties to the appeal shall be present at the Appeal Hearing.
9. The Appeal Hearing shall proceed as follows:
   a. An initial briefing and review of the case by the Committee members;
   b. Presentation of the case by the appellant;
   c. Presentation of information by the respondent;
   d. Subsequent re-examination of either party or any witnesses if required.
10. Neither the appellant nor the appellee shall have the right to representation by legal counsel during Appeal Hearings.
11. The Appeal Committee Chair shall be responsible for keeping official records of Appeal proceedings. Only the Chair shall be permitted to make audio or video recordings of Appeal proceedings.
12. Following a decision by the Appeal Committee, the Chair shall notify the appellant and respondent in writing of the decision, including a brief rationale for it.
13. The Registrar will retain a permanent appeal file, containing the official record of proceedings all referenced documents and a copy of the letter notifying the appellant and respondent of the Appeal Committee decision. Original documents will be returned to their respective owners and all other material, including copies of Appeal Committee file material will be destroyed after a period of ten (10) days.

II. Guidelines

1. The Appeal Committee shall decide impartially and fairly whether an appeal shall be allowed or denied.
2. Each appeal shall be considered independently and on its merits.
3. At no time should the Committee deal with any matter outside the specific concerns set out in the request for appeal.
4. All information reviewed and discussed during an appeal shall remain confidential.
5. In addressing the appellant's specific concern(s), the Appeal Committee should feel free to direct the parties to provide and produce additional material or witnesses directly related to the appeal.
6. Save in exceptional circumstances, the Appeal Committee will render its decision within ten working days of the written request for appeal. Time being of the essence, the Appeal Committee will do its utmost to reach a majority decision.
7. The Appeal Committee has the right to offer to the respondent or appellant, suggestions for change to the original (appealed) action or decision, but neither party is bound by such suggestion.

Cancellation of Classes – Policy ED-14-0

Please see www.cariboo.bc.ca/policy/educ/index.html for the latest policy and regulations.

Policy

I. The Board of Governors believes that the instructional process is extremely important and views the unnecessary cancellation of classes as a very serious matter. In general, no cancellation of classes or any scheduled instructional activity should occur unless covered by relevant clauses in the current collective agreement or by policy governing leave. The only exceptions are where circumstances beyond the control of an Instructor make it imperative that such a scheduled instructional activity be cancelled.

II. If an Instructor must cancel any scheduled instructional activity (e.g. class, lecture, seminar, lab, etc.) these steps will be followed in all cases:

1. The Instructor will notify the relevant department Chairperson as soon as it becomes apparent he or she must cancel the scheduled instructional activity. Notification may be done in person or by telephone. Where the Chairperson is not immediately available, a message for the Chairperson left with the department secretary will be considered acceptable notice.
2. Having notified the department Chairperson verbally, the Instructor will complete a class cancellation report within 24 hours of cancellation or return to work (whichever comes first) and forward it to the Chairperson who will send copies to the division Director and the Vice President.
3. Division Directors will keep a file of all such notifications and forward a report on them once each semester to the Vice President.

Change Of Address

Students must notify the Registrar's Office in writing of any change in address or telephone number. Students who are in receipt of government student assistance should also notify the appropriate provincial authority.

Confidentiality Of Student Records

UCC regards the information contained in a student's permanent record as personal and private. Therefore, no transcript or other personal information about a student will be released except in the following circumstances:

a) Information released to the student.

b) Information released with the written authorization of the student.

c) Information released in response to a court order.

d) Protection of Privacy and Access to Information

The University College of the Cariboo gathers and maintains information used for the purposes of admission, registration and other fundamental activities related to being a member of The University College of the Cariboo community and attending a public post-secondary institution in the Province of British Columbia. In signing an application for admission, all applicants are advised that both the information they provide and any other information placed into the student record will be protected and used in compliance with the B.C. Freedom of Information and Privacy Protection Act (1992).

Corequisites

Corequisite courses, if any, must be taken at the same time as the desired course if the corequisite has not already been satisfactorily completed.

Course Changes

Course changes may be made only as indicated in the UCC schedule of events located at the beginning of this calendar. Official forms must be completed by the students and submitted to the Records Department before the deadline date. Students are urged to consult with Academic Advisors before making course changes to confirm appropriateness of changed programs for academic or diploma/certificate completion.

Courses - Credit and Non-Credit – Policy ED-8-1

Please see www.cariboo.bc.ca/policy/educ/index.html for the latest policy and regulations.

Policy

All University College of the Cariboo (UCC) courses fall into one of two categories: Credit or Non-Credit. These are defined as follows:

I. Credit Courses

UCC courses which carry credit towards a UCC certificate or diploma are known as credit courses. Credit courses are listed in the Calendar, and registration in such courses is open to suitably qualified members of the general public. Admission into most credit courses requires prior acceptance into a UCC program.

Some credit courses carry transfer credit at other educational institutions. Such transfer arrangements are listed in the Calendar and on course outlines.

Curriculum content and academic standards are defined for all credit courses, and students receive a final grade based on their performance and determined according to Policy ED-8-0 (unless the student has registered as an audit student).

Students are issued UCC transcripts to document their achievement in credit courses. On successful completion of a program, students may apply for a Certificate or Diploma.

The offering of credit courses, together with their curriculum and academic standards, are subject to the approval of the Vice-President, Instruction and Student Services, following consultation with the Educational Advisory Committee.

II. Non-Credit Courses

UCC offers short non-credit courses in a wide variety of subjects. Registration in such courses is open to the general public. Completion of a non-credit course may lead to a Certificate of Completion, but academic standards are not normally defined. Non-credit courses do not satisfy prerequisite requirements for credit programs.

Occasionally certification for a non-credit course may be provided by an external agency (as in the case of first-aid training, for example). However, UCC transcripts are not issued, nor do non-credit courses lead to UCC certificates or diplomas.

The offering of non-credit courses not exceeding 120 hours of instruction must be approved by the director of the relevant instructional division. Non-credit courses exceeding 120 hours of instruction require the approval of the Vice-President, Instruction and Student Services.

Course Exemptions

The Department Chairperson will evaluate, on request, other courses taken at UCC and, where appropriate, will provide course exemptions toward the student's new program. This assessment will be done by Admissions for Academic and Degree completion programs.

Course Numbering And Definitions

All new course numbers or changes to existing course numbers must be approved by the Registrar's office prior to being sent to the Education Planning and Program Review (EPPR) Committee.

Course Numbering

e.g.) English 121

First Digit—Indicates year level at which the course is usually taken. Course numbers beginning with a "1" are first year courses. Second year courses begin with a "2". English 121 is therefore a first year course.

Second and Third Digit—Identifies the course.

Credit

e.g.) English 121-3

The credits for a course are indicated following the course number. English 121-3 therefore carries 3 credits.

Hours of Instruction

e.g.) (3,1,3)

The brackets (3,1,3) indicate the weekly hours of instruction for the course. The first digit inside the bracket indicates the number of lecture hours per week, the second digit indicates seminar hours per week, and the third digit indicates laboratory hours per week. The above example, therefore, would have 3 hours of lecture, 1 hour of seminar and 3 hours of laboratory per week for a total of 7 hours of instructor contact time each week. “L” indicates a lab and in nursing courses, a “P” following the third digit indicates a clinical practicum.

Course Prerequisites

All students must meet the specific course prerequisites as set out in this calendar prior to enrolling in the course. Students who do not meet the course prerequisites may be asked to withdraw by the instructor.

Prerequisite courses, if any, must be completed satisfactorily before a student may register for a desired course. In the Science Division, satisfactory completion is a grade of “C” or better in the specific discipline courses, and all course prerequisites will be checked to ensure compliance.

Course and Program Repeaters – Policy ED-3-3

Please see www.cariboo.bc.ca/policy/educ/index.html for the latest policy and regulations.

Policy

In order to ensure that the community has maximum access to its programs and courses, The University College of the Cariboo (UCC) sets limits on the number of times students may attempt a UCC course, or program, where academic records indicate that little chance of success exists.

Regulations

I. Course Repeaters

Subject to the policies and/or criteria of each program, any student may repeat a given course one time. A student wishing to enroll in the same course for a third time will be permitted to register only upon presentation of written approval from the Chair of the department offering the course.

II. Program Repeaters

Over and above the requirements of Policy ED-3-2, program policies may establish semester or cumulative Grade Point Average (GPA) requirements for repeat and/or continuation. Such continuation and promotion policies are subject to the approval of the Vice-President, Instruction and Student Services. Students who fail to achieve this minimum GPA, or who receive a cumulative GPA sufficiently low that in the opinion of the Vice-President, Instruction and Student Services, they have little or no chance of success in the program, may be required by the Registrar to withdraw from UCC for a period of one semester.

III. Admission Priority of Repeating Students

A or B above notwithstanding, in certain programs repeating students will be admitted only if space is available once new applicants have been admitted. Procedures concerning this must be approved by the Vice-President, Instruction and Student Services, and individual admission decisions are made by the Registrar.

Course or Program Withdrawal – Policy ED-3-0

Please see www.cariboo.bc.ca/policy/educ/index.html for the latest policy and regulations.

Policy

The University College of the Cariboo (UCC) Board recognizes that students may withdraw from their courses for a wide variety of reasons. Because of the possible impact on their educational future, students are urged to seek counselling before making a decision to withdraw from a course or program. In the event of a student deciding to withdraw from a course or program, the following deadlines apply:

1. The withdrawal date is the last day of the seventh instructional week for one-semester courses and the last day of the third instructional week in the second semester of two-semester courses;
2. Students in semestered programs may withdraw from their entire program up to the last day of instruction in the semester;
3. Students who miss either of the deadlines listed above will receive a grade of 'F' or 'DNC' unless they can satisfy the Registrar (following consultation with the Vice-President, Instruction) that they have suffered illness or domestic affliction or circumstances beyond their control, which have prevented them from withdrawing from their courses within the relevant deadline. This decision of the Registrar is subject to appeal (see Policy ED-4-0).
4. The last day to change from a semestered section of a course to an independent study section of the same course is seven weeks into the semester.
5. Withdrawal dates for Summer Sessions or intersession courses shall be prorated to the end of the nearest full week based on the one semester withdrawal policy.

Debarment from UCC – Policy ED-7-0

Please see www.cariboo.bc.ca/policy/educ/index.html for the latest policy and regulations.

Policy

It is assumed that a student enrolls at The University College of the Cariboo (UCC) out of an interest in furthering his or her education.

Accordingly it is expected that students will behave towards UCC staff, fellow students and members of the community in a manner consistent with the goals and professional demeanor of an educational institution. This includes demonstrating a respect for legitimate rights and freedoms of others.

In the event that UCC considers a student's behaviour to be inconsistent with this expectation, or considers that a student is not appropriately dedicated to the furthering of his or her own education, then the student's registration may be suspended or terminated.

Regulations

The President may suspend or expel a student for unsatisfactory conduct, for failure to abide by UCC regulations and/or policies, or for consistent failure to demonstrate adequate effort in the pursuit of educational progress.

Students may appeal suspension or expulsion decisions to the Board of Governors.

Educational Standards in Credit Courses and Programs – Policy ED-8-0

Please see www.cariboo.bc.ca/policy/educ/index.html for the latest policy and regulations.

Policy

I. General

Curriculum content and educational standards are established for all credit courses, and students receive a final grade based on their performance, determined according to the grading policy defined below (unless they have registered as an audit student).

Students are issued transcripts to document their achievement in credit courses. On successful completion of a program, students may apply for a certificate, diploma, Associate Degree, or degree.

A certificate will be awarded for the successful completion of a program up to one year in duration. A diploma will be awarded for the successful completion of a program of more than one year and up to three years' duration. An Associate Degree will be awarded for the completion of an academic program of two years' duration. A degree will be awarded for the completion of a program which is more than three years in duration.

To be eligible for a certificate or diploma, a student must normally complete all courses within a period of five years.

The criteria for the awarding of certificates and diplomas are subject to the approval of the Vice-President, Instruction and Student Services, following advice from Education Council.

When these criteria change, the criteria which apply to a particular student shall be either:

1. in open-entry programs, the criteria in effect at the time the student applies for the certificate, diploma, or associate degree**,** (a student may not apply for a certificate or diploma unless at least one required course has been completed within the academic year prior to application. A student may not apply for an associate degree unless at least 50% of the credits have been completed within the five years prior to application); or
2. in limited-entry programs, the criteria in effect at the commencement of each year of the program which the student completes.

II. Trading Diplomas for Associate Degrees

Students may trade previously awarded diplomas for Associate Degrees, provided that the diplomas meet all requirements for the Associate Degrees, including the requirement that at least 50% of the semester credits have been completed within the five years prior to application to trade. It may be necessary for students to supplement their diploma with additional credits to enable them to trade. Students cannot hold two credentials for the same work.

III. Transfer of Credit Between Programs

A student entering a University College of the Cariboo (UCC) program with previous educational experience may be awarded transfer credit or exemption for up to 50% of the program's requirements, upon approval of the relevant department chairperson or Associate Dean. In some programs smaller transfer or exemption limits may apply.

IV. Recognition of Credit Between UCC Programs

The B.C. Council on Admissions and Transfer recognizes that "effective learning can occur under a variety of arrangements and conditions" (Guidelines #2, B.C. Transfer Guide, 1999-2000). In the interest of access and mobility for students, UCC encourages the recognition of credit for courses taught in programs throughout the institution. Within existing requirements relating to such concerns as entrance standards, distribution of courses, or specific course prerequisites, programs are, therefore, encouraged to consider granting credits for courses that may have been previously denied that consideration.

Toward a review of potential credit standing in all programs, UCC will follow the guidelines below:

1. Comparison of course curriculum forms the basis for considering credit recognition at UCC.
2. Courses accepted by any two B.C. public universities and/or university colleges or institutes should be accepted by equivalent UCC programs. However, UCC may accept courses recognized by only one of these institutions.
3. Credit should be given for courses with an 80% match in content and similar entrance requirements.
4. The student should have received a grade of C or better in the course within the last 5 years.

V. Program Capacities and Section Sizes

Program capacities and maximum course section sizes shall be determined by the Vice-President, Instruction and Student Services, in consultation with the relevant department, in order to help maintain appropriate educational standards.

VI. Course Vectoring and Scheduling

Semester-based courses shall be assigned vectoring by the Vice-President, Instruction and Student Services, in consultation with the relevant department and Education Council. The vectoring will specify the weekly hours of lecture, seminar and laboratory instruction. The vectoring will be designed to help maintain appropriate educational standards.

The schedule of semester-based courses for each semester shall be prepared by the Registrar, in consultation with the relevant departments.

VII. The Assignment of Credits to Courses

Credits serve as a form of academic currency in post-secondary institutions. They are designed to measure the duration, breadth and depth of study toward a specific program goal.

Credits can be transferable between programs at UCC and other post-secondary institutions.

The purpose of this policy is to provide common standards at UCC for defining the number of credits a course should attract within the context of a specific program of study.

1. Definition of Credit Course and Non-Credit Course
   a. Credit Course (all of these criteria must be met):

i. has defined curriculum and standards;

ii. involves summative evaluation of students;

iii. requires that the course and grade results be transcripted;

iv. the course, along with other courses, make up a specific defined program of study, which, when completed, will result in the granting of a certificate, diploma, associate degree or degree;

v. usually has credits assigned (although not always required).

b. Non-Credit Course:

i. any course which does not meet the credit course definition

2. Assignment of Course Credits

a. Main principles:

i. Multi-semester course credits are assigned as the sum of each semester's credits. Credits for courses of less than one semester duration are assigned using the vectoring that would apply were the actual course contact hours distributed in semesterized format.

ii. All courses must either be vectored (on a per week basis) or have the total contact hours indicated in the calendar. When the total contact hour method is chosen, a reasonable breakdown between lectures, seminars, labs and practica should be provided.

iii. A standard semester is 15 weeks long.

iv. Fifteen credits is considered to be a full-time student load and requires a minimum of 15 hours per week of "derived instruction" for 15 weeks in duration for a total of 225 hours per semester.

v. Most UCC academic courses should equate to three credits in keeping with general practice at other post-secondary institutions.

vi. The perceived difficulty of the course curriculum as compared to other course curriculum at UCC cannot (and should not) be factored into the credit assignment standard.

vii. Credit assignment is based solely on a combination of actual and derived contact hours of instruction.

b. Definitions:

i. Lecture: instruction - standard format.

ii. Seminar: subset of lecture instruction - participative format.

iii. Lab: laboratory (hands on activity) instruction with laboratory equipment.

iv. Practica: related work experience, such as: practicum, clinical, shop, fieldwork, etc.

c. For Vectored Courses:

i. Credits equate to the following actual and derived instructional contact hours:

1 hour	1 credit
2 hours	2 credits
3 -5 hours	3 credits
6 - 9 hours	4 credits
10 - 15 hours	5 credits

ii. Educational delivery method and actual and derived instructional hours for credit assignment purposes:

Lectures and Seminars - One actual hour equals one derived instructional hour

Labs - One actual hour equals one-quarter of a derived instructional hour

Practica - One actual hour equals one-half of a derived instructional hour

d. For Non-Vectored (contact hours only) Course:

Maximum standard contact hours per week equals 30. Note: If the actual hours per week are less than 30, then the actual hours should be used in the formula.

Formula: $\frac{(½)((30)(\text{weeks of instruction}))}{15 \text{ weeks}}$ = credits

To clarify the calculation of credit assignment to credit courses, see the examples attached hereto as Annex "A".

3. Credit Assignment to Programs in Determining Appropriate Document

a. Certificates: < 60 credits of study

b. Diplomas: 60 - 119 credits of study

c. Degrees: equal to or greater than 120 credits of study

4. University Partner Agreements

Credit assignments for courses involved with university partner degree programs are to remain assigned as per each university's credits. Once the partner arrangements are terminated, each course credit assignment must be revised where needed to meet UCC policy.

VIII. Course Outlines

Course outlines are a contract between UCC and the Student. The instructor responsible for teaching a credit course will develop a course outline and submit it to the relevant chairperson prior to commencement of instruction. Evaluation of content should be undertaken as per the process described under the Summative Evaluation. Once the course outline is approved, it is the responsibility of the instructor to distribute it at the commencement of the course and to teach the course as described in the outline.

Because of the diversity of courses and delivery methodologies, course outlines may vary in the amount of detail they may contain, but all shall contain the following:

1. A masthead identifying The University College of the Cariboo, the department, the semester, the course

acronym and number, the instructor, and the instructor's office telephone number and location.

2. The course title, number and credit assignment (if any).
3. The vectoring of the course.
4. The educational objectives of the course.
5. A list of required texts and materials/activities entailing costs to students.
6. A brief description of the means (assignments, examinations, tests, quizzes or other forms of student evaluation) by which student performance will be evaluated, and the percentage of the final mark assigned to each evaluation component.
7. Attendance regulations (if different from the Calendar statement).
8. A reasonable list of the topics covered in the course. (This may include a detailed list of assigned and recommended readings to be covered.)
9. Special course activities, e.g. field trips, practicum, work experience.

In courses which have more than one section, UCC recognizes that individual instructors may choose different means to achieve the same objectives. It is the responsibility of departmental chairpersons to ensure that comparison of curricula, teaching techniques and methods of evaluating students is undertaken on a regular basis so that appropriate differences can be recognized while ensuring that uniform and equitable standards are maintained.

Once an outline has received final approval from the chairperson, the chairperson shall submit one copy to the Registrar so that a complete file of current course outlines is always on hand. In the event of an academic appeal by a student, the course outline shall be provided to the Appeal Committee by the Registrar.

IX. Grading

In order to achieve uniform standards and comparability across UCC, standard grading systems shall be established. All credit courses shall be graded according to these standards.

X. Prerequisites and Promotion

Subject to the approval of the Vice-President, Instruction and Student Services, specific grade or grade point average requirements may be set for progression from one course into another, or for promotion from one semester of a program into another.

XI. Audit Students

Students who register to audit a course must satisfy the instructor that they are taking reasonable steps to complete course requirements, although no formal evaluation procedures are required. If in the judgment of the instructor a student is not doing this, a grade of W will be recorded.

Students must meet with the instructor at the commencement of the course, or prior to a change to Audit status, to agree on what constitutes reasonable steps to complete course requirements.

Students who wish to change from Credit to Audit status must do so by the end of the second week of the semester.

Since Audit students do not have to satisfy prerequisites for entry into a particular course, departments that have courses with activities that involve potential safety issues (i.e. clinical, laboratory or experiential activities) have the right to refuse an Audit student's participation in these activities.

XII. Deferred Grades

All deferred grades "DEF" which are still on a student's permanent record six weeks after the regular posting of grades will be changed to a "DNC" grade by the Registrar's office, unless the department has made other arrangements.

Examples of Credit Assignment to Credit Courses

Course	Actual Hours/Week		Derived Hours
BIOL 310 (3,2,0)	Lec	3	3
	Sem	2	2
			5 = 3 credits
CHEM 415 (0,0,8)	Lab	8	2 = 2 credits
COMP 223 (3,2,0)	Lec	3	3
	Sem	2	2
			5 = 3 credits
ENGL 110 (4,0,0)	Lec	4	4 = 3 credits
FINA 284 (1,1,2)	Lec	1	1
	Sem	1	1
	Prac	2	1
			3 = 3 credits
COOK 100 (52 weeks long)	Shop	30	(1/2)((30)(52)) 15 = 52 credits for entire program
ENGL 380-6 (3,0,0)(3,0,0)	Semester 1 Semester 2 Crs Total	Lec 3 Lec 3	3 credits 3 credits 6 credits

Note: Once the total program credits are derived using the formula, the credits are to be distributed in proportion to the contact hours of each course. Any partial credit should be rounded to the nearest whole credit.

Exams – Policy ED-6-0

Please see www.cariboo.bc.ca/policy/educ/index.html for the latest policy and regulations.

Policy

I. 'Mid-term examinations' are exams held during the instructional portion of the semester, whereas 'final examinations' are those exams held in the formally scheduled examination period which occurs at the end of each semester.

II. Students are responsible for checking the final examination schedule which shall be posted each semester by the Registrar, and for advising the Registrar of any conflicts within the schedule. Attendance at a scheduled final examination is mandatory, and the onus is on the student to seek remedy for a missed final exam.

III. In general, only illness and domestic affliction will be considered as valid reasons for a missed final exam. In cases where, in the judgment of the Registrar, other circumstances clearly beyond the control of the student have led to a missed final exam, consideration may also be granted.

Regulations

I. Examinations

1. Mid-term examinations shall be given only in class times as described in the course schedules and shall not exceed the times assigned for each class unless otherwise mutually agreed with the Instructor and students.
2. No single mid-term examination shall exceed 30% of the final grade.
3. In the last week of instruction, no course may include an examination which makes up more than 15% of the student's final grade, with the exception of laboratory examinations.
4. A meaningful proportion of course evaluation must be provided to the student prior to the last day to withdraw from a course in each semester.
5. Final examinations shall not exceed 50% of the final grade.

II. Scheduling of Final Examinations, Semesterized Courses

1. Final examinations in semesterized courses shall be scheduled only during the prescribed final examination period, which shall commence no sooner than 48 hours after the last day of classes.

III. Steps to be Taken in the Event of a Missed Mid-Term Examination

1. In the event a student misses a mid-term examination, the student should:

a. Contact the Instructor prior to the exam, if at all possible, informing the Instructor of the particular situation and attempt to reschedule the exam or arrive at another mutually acceptable solution.

b. Inform the Instructor as soon after the missed mid-term examination as possible and attempt to devise a mutually acceptable resolution.

2. Generally, domestic affliction or illness will be accepted as reasons to miss a mid-term examination; however, instructors have latitude to accept other legitimate reasons.

IV. Steps to be Taken in the Event of a Missed Final Examination

1. In the event that a student misses a final examination for illness or domestic affliction and wishes to seek a remedy, the student shall report this fact to the Instructor within two working days from the date of the scheduled final exam, if s/he wishes to seek a remedy.
2. In the event that a student received prior information that illness or domestic affliction will result in a missed final examination, the student should inform the Registrar immediately.
3. In any case in which a student claims that circumstances beyond the student's control have caused the student to miss all or part of a final examination or to miss the deadline for requesting a remedy for a missed final examination, the student shall report these circumstances, in writing, to the Registrar as soon as possible after their occurrence.
4. In all cases in which a student seeks remedy for missed final examinations, the Registrar may require a medical certificate or other substantiating documents by way of validation. When, in the judgment of the Registrar, the student's reason is invalid, the student shall be refused any further remedy. The Registrar's decision may be appealed under the Appeals Policy, ED-4-0.
5. Upon receipt of a valid reason for a missed final examination, the Registrar shall notify the Department concerned that an application for remedy has been made.
6. In consultation with the Instructor and Department Chair, the Registrar will either:

a. Arrange for a suitable final examination which shall be provided and marked by the appropriate instructional department; or

b. In exceptional circumstances and after due consultation with the Instructor and Department Chair, grant the student a standing in, and full credit for, the course based on the student's achievement.

Faculty Office Hours – Policy ED-14-1

Please see www.cariboo.bc.ca/policy/educ/index.html for the latest policy and regulations.

Policy

Because being available for consultation with students is an important part of an Instructor's responsibilities, faculty shall be available for consultation on a regular basis outside of scheduled instructional hours.

Full-time faculty in academic and career/technical programs are required to schedule at least five office hours per week, scheduled over a minimum of three days. Part-time faculty are required to schedule office hours prorated according to their teaching assignments.

When evening courses are part of an Instructor's assignment, one office hour should be scheduled in the evening. It is recommended that this office hour be held during the hour prior to the start of the evening class.

Each instructor will provide the departmental secretaries with a copy of his or her timetable showing assigned class time and office hours. A copy of this timetable should be posted outside the Instructor's office. Faculty should also clearly notify students of scheduled office hours in course outlines or in class.

If a student's timetable conflicts with the Instructor's scheduled office hours, it is expected that the Instructor will accommodate the student's needs for consultation at a mutually agreeable time. If an Instructor cannot be present during office hours, he or she should make reasonable efforts to inform students.

General Conduct

1. UCC authorities do not assume responsibilities which properly rest with adults, parents or guardians. It is the policy of the UCC to rely upon the good sense of students to maintain standards of acceptable behaviour.
2. UCC prohibits any acts by students attending UCC, or by anyone else, which might cause injury to any person(s) or damage to UCC property.
3. No liquor shall be brought onto UCC property except when authorized by the President, or his delegate, for approved functions.

Grades - Calculation of Grade Point Average

1. For each course taken the grade point value of the mark is multiplied by the credit value of that course.
2. The total number of grade points is divided by the total number of credits to obtain the grade point average (GPA).
3. The GPA is calculated only on the courses taken for credit.
4. A course or grade may not be deleted from the permanent record. However, if the student repeats a course only the highest grade will be used in the calculations for total grade point average.

Note: Students who intend to transfer to another educational institution must realize that another institution may re-compute grade point average in accordance with its own policies.

Grades - Statement of Grades

Students can view their most current grades using UCC's Web services "UCC Online". If you have any questions concerning your official online grade record, contact the Admissions/Registration Office.

No statement of grades, diploma or certificate will be issued until the student has cleared up all obligations to UCC in the way of fees, overdue library books, or outstanding fines and loans.

Grading System – Policy ED-3-5

Please see www.cariboo.bc.ca/policy/educ/index.html for the latest policy and regulations.

NOTE: The following Grading System is in effect until the end of the Winter 2002 Term.

The Letter Grade System

Letter Grade	Grade Point Value	Definition	Percentage Range
A+	4.00	Excellent Performance	90 - 100%
A	4.00	Excellent Performance	85 - 89%
A-	3.67	Excellent Performance	80 - 84 %
B+	3.33	Good Performance	75 - 79%
B	3.00	Good Performance	70 - 74%
B-	2.67	Good Performance	65 - 69%
C+	2.33	Satisfactory Performance	60 - 64%
C	2.00	Safisfactory Performance	55 - 59%
D	1.00	Marginal Pass	50 - 54%
F	0.00	Unsatisfactory Performance (Fail)	Below 50%
DNC	0.00	Did Not Complete Course - No Official Withdrawal	

The letter grades are defined as follows:

A+, A, A-	Excellent, superior performance showing comprehensive, in-depth understanding of subject matter. Demonstrates initiative and fluency of expression. These grades denote first-class standing.
B+, B, B-	Very good. Clearly above-average performance with knowledge of principles and facts generally complete, and with no serious deficiencies. These grades denote second-class standing.
C+, C There is no "C-" grade.	Satisfactory. Basic understanding with knowledge of principles and facts at least adequate to communicate intelligently in the discipline, but with definite deficiencies. These grades denote clear pass marks.
D	Minimal pass for which standing is granted. A passing grade which indicates only marginal performance. In the instructor's opinion the student is unlikely to succeed in subsequent courses in the same subject.
F	Fail. Unsatisfactory performance with knowledge of principles and facts fragmentary; or failure to complete course requirements.
Note:	These percentage ranges are used mainly for Academic and Career/Technical programs. For Office Administration, College Preparatory, and Trades and Technology and Industrial ranges, please see their respective calendar description.
Other Grades (Not Counted in GPA)	
ADV	Advanced Credit
AUD	Audit
CIP	Course in Progress
CTN	Course Continues into the Next Semester
DEF	Final Grade Deferred
PLA	Prior Learning Assessment & Recognition
W	Withdrawal

Competency Based System (not counted in GPA)

COM	Course Completed - Credit Granted
NCG	No Credit Granted

NOTE: THE FOLLOWING REVISED GRADING SYSTEM COMES INTO EFFECT IN THE SUMMER 2002 TERM

Grading System – Policy ED-3-5

Please see www.cariboo.bc.ca/policy/educ/index.html for the latest policy and regulations.

Policy

In order to achieve uniform standard and comparability across UCC, standard letter grading systems shall be established. All final official grades shall be assigned and reported according to this letter grade system.

UCC grading systems are established for the purpose of reporting official course outcomes, and are not intended to

limit ways in which an instructor may choose to provide feedback to students during a course or program.

To assist instructors with the determination of the appropriate final letter grade, this policy provides instructors with a numerical percentage range for each letter grade.

Each letter grade has a numeric grade point value assigned which is used to provide for a UCC based term and cumulative term grade point average.

Letter grades do not become official until they appear on the student's transcript. Instructors may notify students of unofficial course grades, but Divisions and Departments reserve the right to correct or adjust unofficial grades in order to maintain equity among sections and ensure conformity with Divisional, Departmental and UCC-wide norms.

Regulations

Academic/Career/Developmental Programs

Letter Grade	Numerical Grade	Grade Points	Letter Grade Definitions
A+ A A-	90 - 100 85 - 89 80 - 84	4.33 4.00 3.67	Excellent. First Class Standing. Superior Performance showing comprehensive, in-depth understanding of subject matter. Demonstrates initiative and fluency of expression.
B+ B B-	77 - 79 73 - 76 70 - 72	3.33 3.00 2.67	Very Good. Second Class Standing. Clearly above average performance with knowledge of principles and facts generally complete and with no serious deficiencies.
C+ C	65 - 69 60 - 64	2.33 2.00	Satisfactory. Basic understanding with knowledge of principles and facts at least adequate to communicate intelligently in the discipline.
C-	55 - 59	1.67	Pass. Some understanding of principles and facts but with definite deficiencies.
D	50 - 54	1.00	Minimal Pass. A passing grade indicating marginal performance. Student not likely to succeed in subsequent courses in the subject.
F	0 - 49	0.00	Unsatisfactory. Fail. Knowledge of principles and facts is fragmentary; or student has failed to complete substantive course requirements.
DNC		0.00	Did not complete the course - no official withdrawal or less than 50% of course work completed.

Vocational Trades/Non-Trades Programs

Letter Grade	Numerical Grade	Grade Points	Letter Grade Definitions
A+ A A-	98 - 100 94 - 97 90 - 93	4.33 4.00 3.67	Excellent. First Class Standing. Superior Performance showing comprehensive, in-depth understanding of subject matter. Demonstrates initiative and fluency of expression.
B+ B B-	86 – 89 82 – 85 78 - 81	3.33 3.00 2.67	Very Good. Second Class Standing. Clearly above average performance with knowledge of principles and facts generally complete and with no serious deficiencies.
C+ C	74 - 77 70 - 73	2.33 2.00	Satisfactory Pass. Basic understanding with knowledge of principles and facts at least adequate to communicate intelligently in the discipline, but with definite deficiencies.
F	0 - 69	0.00	Unsatisfactory. Fail. Knowledge of principles and facts is fragmentary; or student has failed to complete substantive course requirements.

Competency-Based Programs

Letter Grade	Numerical Grade	Grade Points	Letter Grade Definitions
A	94 - 100	4.00	Excellent. First Class Standing. Superior Performance showing comprehensive, in-depth understanding of subject matter. Demonstrates initiative and fluency of expression.
B	87 - 93	3.00	Very Good. Second Class Standing. Clearly above average performance with knowledge of principles and facts generally complete and with no serious deficiencies.
C	80 - 86	2.00	Satisfactory Pass. Basic understanding with knowledge of principles and facts at least adequate to communicate intelligently in the discipline, but with definite deficiencies.
F	0 - 79	0.00	Unsatisfactory. Fail. Knowledge of principles and facts is fragmentary; or student has failed to complete substantive course requirements.

Transcript Notations

Transcript Notation	Title	Definition/Comment
AUD	Audit	No credits granted.
CIP	Course in Progress	Indicates regularly scheduled one semester course is still being completed with final grade to follow.
COM	Complete	Assigned when competency-based work component, practica/work placements or pass/fail courses are completed.
CTN	Continuing	Multiple semester course - course continues into the next semester(s).
DEF	Deferred	Regularly scheduled course work has not been completed but instructor and student agree on completion at a later date. Becomes DNC after 6 weeks.
NCG	No Credit Granted	Used in competency-based courses to indicate course or program standard has not been met.

PLA	Prior Learning Assessment	Assessment and evaluation of learning gained through other formal and non-formal activities with equivalent credit being granted.
W	Withdrawal	Initiated by a student within specified date(s) or granted for medical reasons.
AEG	Aegrotat	A pass standing based on satisfactory term marks but student has been unable to complete all course requirements due to disabling illness or other circumstances. This standing is awarded, only if, the course instructor and the Dean agree that the student has demonstrated the capacity to deal with course material satisfactorily.

Prior Learning Assessment and Recognition – Policy ED-2-0

Please see www.cariboo.bc.ca/policy/educ/index.html for the latest policy and regulations.

Policy

I. The University College of the Cariboo (UCC) recognizes that adult learners acquire knowledge and skills through life and work experience. Through Prior Learning Assessment and Recognition (PLAR), UCC will assess this knowledge and skills and grant credit/recognition for the learning that has taken place.

II. PLAR is the assessment by some valid and reliable means, of what has been learned through formal and non-formal education, training or experience that is worthy of credit in a course or program offered by UCC. PLAR is used to evaluate knowledge, skills and competencies which may have been acquired through, but not limited to, work experience, independent reading, hobbies, volunteer work, non-formal learning, travel and artistic pursuits.

The assessment and evaluation of prior learning and the determination of competency and credit awarded, will be done by instructional or faculty staff who have the appropriate subject matter expertise but other staff in an institution may have a supporting role in the process.
The work required for PLAR includes, but is not limited to: classroom-based and individual advising; classroom-based and individual assessment, training and upgrading; development of assessment tools; and, training in the use of flexible assessment.

III. UCC accepts credit earned through PLAR (as transfer credit) from all British Columbia post-secondary institutions that have formally adopted the BC Council on Admissions and Transfer (BCCAT) Prior Learning Assessment Standards and Guidelines. Such transfer credit is applied in the context of UCC course and program requirements.

Regulations

I. UCC offers candidates several methods of documenting and demonstrating that they have achieved an appropriate level of prior learning. No single Prior Learning Assessment and Recognition (PLAR) method is best for all situations. With the help of a PLA Facilitator, methods should be selected to suit the unique needs of the particular situation.

UCC will award credit or equivalent recognition only for prior learning which is appropriately documented or demonstrated and which is at an appropriate level. PLAR is a process which challenges learners to claim and articulate their knowledge, skills, abilities, and values based on documentation that describes learning or provides evidence of learning.

II. PLAR Facilitator

1. The PLAR Facilitator acts as the contact person at UCC for PLAR inquiries, offers orientation seminars, portfolio preparation courses and other PLAR related courses, and acts as liaison between the Assessor(s) and the learner.

III. PLAR Assessor

1. Prior learning will be assessed by qualified specialists, approved by the relevant department/program, who have expertise in the area to be assessed. Assessors will be responsible for ensuring that the documentation provided by the learner supports the claim for credit/recognition. If the Assessor believes that the knowledge the learner has demonstrated is sufficient and appropriate, credit/ recognition will be granted.

IV. Documentation and Demonstration of Achievement

1. All PLAR requires evidence. The learner has the primary responsibility for preparing the evidence that learning has taken place and that it contributes to an appropriate balance of theory and practical application. Tangible proof of competence can be provided through documentation of accomplishments or demonstration of skill and knowledge. Depending on the subject area, certain types of documentation or demonstration are more useful than others.

2. Examinations

The purpose of exams is to measure knowledge of the content of, or the achievement of, the learning outcomes that are equivalent to those of a specific course.

a. Challenge exams are created for students who have not attended the course but who wish to demonstrate that they have achieved the course outcomes. Challenge exams are designed by a course instructor.

b. Standardized exams are prepared by national organizations, are applicable to a large population, and measure a specific level of achievement in a specific subject.

3. Equivalencies

Course equivalencies are awarded to learners who have completed and been evaluated in programs, professional licenses, or professional certificates outside of the college or university system. These non-formal programs and credentials are evaluated by UCC and credit may be granted if the program or credential meets the assessment criteria.

4. Portfolios

Portfolios summarize the learning gained from non-formal learning experiences. It is a collection of information that demonstrates the depth and breadth of what the learner knows and/or can do. A portfolio can be used as a "stand alone" or in combination with other methods of assessment. It provides evidence of

learning. A portfolio is generally compiled and organized in a binder for assessment.

a. Portfolio Assisted Assessment

Portfolio assisted assessment combines the portfolio with other examples of achievement. For example, with products, performance simulations, interviews, oral exams, and skills demonstrations:

i. Products may include a selection of fine art, computer software, poems, books, stories;

ii. Performances may include dance, music and theatre and may be live or video taped;

iii. Simulations such as role play; useful when it is either too expensive or impractical to bring in actual products or to arrange a live performance;

iv. Interviews and oral exams provide a more personalized assessment; often used to clarify areas of learning;

v. Skills demonstrations assess hands on learning such as competence in operating special equipment or conducting lab experiments.

With a portfolio, learners are able to demonstrate how acquired competencies match what would have been learned from completing a formal course.

b. Typical Elements of a UCC Portfolio

i. cover page: name, address, phone number, title of course equivalency requested and table of contents;

ii. chronological record: details of significant activities including work experience, volunteer experience, and non-formal learning;

iii. statement of educational and career goals (approximately 500 words);

iv. description of competencies, knowledge and skills;

v. materials, such as: job descriptions, performance appraisals, transcripts, samples of work, testimonials, certificates of attendance, previous credentials, awards and any other materials that document evidence of knowledge of the assessed subject area.

vi. narrative: to convey to the assessor that the learner has acquired the knowledge applicable to the course description under assessment.

V. Eligibility

1. A learner requesting PLAR must normally be admitted to UCC before the PLAR process will be commenced.
2. PLAR can be used to accumulate credit in programs or to satisfy admission requirements to certain programs upon approval by the appropriate department chair.

VI. Conditions

1. Credits granted for prior learning towards a specific program at UCC can be transferred to other programs at UCC where specific transfer credit exists.
2. Credits granted for prior learning at UCC may not always be transferable to other institutions. It is the responsibility of the learner to determine transferability.
3. A maximum of twenty-five (25%) of the credits required in a program will be awarded for prior learning.
4. Not all courses are eligible for PLAR; eligibility will be determined by the appropriate department.
5. PLAR may normally only be requested once per course.
6. A successful PLAR will apply only to the designated course and will not constitute a successful PLAR of any prerequisites to that course.
7. PLAR will not normally be granted for a course previously transcripted without the special permission of the department and without reasonable evidence of the acquisition of new knowledge.
8. Transcripts reflect the course being granted credit with a grade of PLA, which will count as credits attempted and taken, but not for GPA calculations.
9. If a Request for PLAR is unsuccessful, there will be no listing on the transcript.
10. Learners who receive an unfavourable decision from the Assessor will have access to UCC's appeal process.
11. Students are advised to consult with the Financial Aid office regarding any impacts enrollment in PLAR courses may have on eligibility for student aid.

VII. Fees

1. The cost of PLAR for credit courses will be equal to the course fee as defined by the tuition fee schedule. The cost for cost-recovery courses will be determined by the number of credits requested. All fees are non-refundable.

VIII. Application Process

The applicant may meet with the PLAR Facilitator at the beginning of this process and at any time throughout.

Phase 1:

Applicant reviews UCC PLAR information, obtains UCC Calendar and course descriptions.

Phase 2:

Applicant obtains appropriate course outline(s) from divisional secretary, matches designated course outcomes with own learning, arranges pre-assessment interview with department chair or program coordinator to discuss intentions, and meets with designated faculty assessor/course instructor to discuss specific assessment procedures and timelines.

Phase 3:

Applicant completes Request for Prior Learning Assessment and Recognition form (available from Registrar's office), pays fee, and engages in assessor procedure as determined by faculty assessor; for example:

a. writes challenge exam as set by faculty assessor/course instructor; or

b. submits portfolio, prepared according to UCC guidelines, to faculty assessor/course instructor; or

c. participates in oral exam; or

d. other.

Phase 4:

Applicant receives notification of the outcome from faculty assessor/course instructor.

Phase 5:

Assessor forwards outcome to Registrar's Office.

Satisfactory Academic Progress – Policy ED-3-2

Please see www.cariboo.bc.ca/policy/educ/index.html for the latest policy and regulations.

Policy

I. Definitions

Satisfactory academic progress shall be defined as the achievement of grades which permit a student to move to the next highest level of academic studies. Although minimum satisfactory achievement is a 1.00 grade point value in a particular course, a student is expected to maintain a minimum Grade Point Average (GPA) of 1.50.
Academic probation is a warning to a student that academic progress has not been satisfactory and that subsequent non-performance may result in other forms of academic restrictions.

II. General

All students who enter The University College of the Cariboo (UCC) are expected to maintain acceptable standards of academic performance. Should a student fall below acceptable performance, the following policy will apply:

1. A student shall be placed on academic probation in the next semester attended when the semester or cumulative grade point average falls below 1.50 on two or more credit courses. Upon approval by the Vice-President Instruction, individual departments may set higher minimum academic standards which take precedence over college-wide standards. If at the end of the probation period:

   a. the GPA on assigned grades during the probation period and the cumulative GPA are 1.50 or higher, the student will be considered to be in good academic standing;

   b. the GPA on assigned grades during the probation period is 1.50 or higher but the cumulative GPA is less than 1.50, the student will continue on academic probation;

   c. the GPA on assigned grades during the probation period is less than 1.50, but the cumulative GPA is 1.50 or higher, the student will continue on academic probation;

   d. both the GPA on assigned grades during the probation period and the cumulative GPA are less than 1.50, the student will be required to withdraw for at least one of a Fall or Winter semester.

2. A student who is required to withdraw may reapply for admission at the end of one semester's absence. Upon re-admission the student will be placed on academic probation subject to the academic probation terms above.

3. However, at the end of the probation period, if both the cumulative GPA and the GPA for assigned grades during the probation period are below 1.50, the student will be required to withdraw and re-admission will not be considered for the period of two calendar years.

III. Athletic Eligibility

For the purposes of extracurricular athletic activity, a student should maintain a minimum GPA of 2.00. If the GPA falls below 2.00, the student will be warned of the situation, and should the GPA fall below 1.50, the athlete will be placed on academic probation and will be unable to participate in athletic events, but may be allowed to attend practice. The athlete will be allowed to participate in athletic events only after the GPA is raised to 1.50 or better.

IV. Financial Aid

The B.C. Student Assistance Program requires that students "must progress to the next level of a program of study" (4.6.2 of B.C.S.A.P. Policy Manual) and have passed 60% of a full course load.
A student will not be eligible for non-repayable equalization funds if the student does not successfully complete 60% of a full course load and achieve a GPA of 1.50.

Services for Students with Disabilities – Policy ED-10-0

Please see www.cariboo.bc.ca/policy/educ/index.html for the latest policy and regulations.

Policy

General

The University College of the Cariboo (UCC) is committed to providing opportunities for students with disabilities to meet their educational goals within the framework of UCC's educational mandate, its budgetary limitations and BC Human Rights Legislation.
UCC's objective is to provide persons with disabilities the same rights, responsibilities, opportunities and respect as all other learners. This objective can be accomplished through providing direct support services and facilitating an accessible physical environment that encourages the participation and success of students with disabilities.
Funds received by UCC for the provision of services to students with disabilities shall be used for the purpose intended. UCC will also support other initiatives to improve physical and academic access to UCC for students with disabilities.

Policy Statement

1. UCC will take a proactive approach in providing persons with disabilities the information and counselling services necessary to successfully access our programs and support services.

2. UCC will endeavour to provide technical aides for students with disabilities within the resources available.

3. UCC will work with the student to try to resolve any safety concerns for the student or others. Such concerns will be addressed within the framework of the student's Individual Educational Plan (IEP). If the safety issue cannot be resolved, UCC will offer counselling to recommend alternative options for the student. UCC reserves the right to withhold admission or progression of the student when the safety issue is not resolvable.
4. UCC will provide information for staff, faculty, administration and board members to increase the awareness of the needs of persons with disabilities.
5. UCC expects all students to meet program/course pre-requisites. Where, because of a disability, pre-requisites cannot be met through usual methods, alternative ways may be used to prove competency.
6. UCC expects students to be responsible for the achievement of educational outcomes consistent with program standards.
7. UCC expects students to request services in a timely fashion. Support services (accommodations) provided by UCC may include:
   a. carboned paper provided for peer notetaking;
   b. separate setting for exams/text writing;
   c. time extension for exams/tests;
   d. reader or scribe/typist for exams/tests;
   e. tutor;
   f. use of word processor for writing exams/tests;
   g. use of spell checker for written work;
   h. referral for adaptive technology;
   i. sign language interpreters;
   j. alternative format textbooks;
   k. speech recognition software.

Regulations

1. UCC through the Office for Services to Student with Disabilities (OSSD) requires:
   a. verification of a student's disability prior to the provision of services. Verification is the responsibility of the student;
   b. the student to complete an Individual Educational Plan (IEP) to help achieve their individual educational goal;
   c. the student to complete and sign a consent for release of information agreement to be used to develop the IEP.
2. If a student with a learning disability requests services and does not have documentation, or has documentation older than 3-5 years, a new assessment will be required depending on the present age of the student. The student will:
   a. be referred to a learning specialist for an educational assessment and
   b. be assisted with tutorial support for one semester pending the results of the assessment.
3. UCC will recommend alternative programs, courses or educational opportunities to the student, if admission is not possible.
4. UCC is not able to provide Personal Care Attendants.
5. UCC will provide parking Decals for the Disabled Parking areas.
6. Students with disabilities may request accommodations or support services by means of an Individual Educational Plan (IEP) to help achieve their educational goals.

   Implementation of an IEP

   a. The Coordinator of OSSD will arrange a meeting time with the Dean, Associate Dean or Chairperson and faculty to review potential accommodations in the IEP.
   b. The impact of the student's disability and the provisions/accommodations necessary will be discussed.
   c. Once the accommodations have been formulated, the student and instructors will sign the IEP form indicating that each is aware of the provisions in the plan.
   d. If a learning disability exists, a learning specialist employed by UCC will also attend the IEP meeting.
7. Accommodation for Examinations may be provided as follows:
   a. The student shall notify the OSSD office of his or her exam schedule in order for space to be booked to accommodate the individualized writing of an examination.
   b. The student must pick up the exam request form from the OSSD, deliver it to the instructor ensuring the form returns to the OSSD at least 5 working days prior to writing of the exam.
   c. The instructor will complete the exam form in detail as discussed in the IEP, and either give it to the student to return to the OSSD or return it to the OSSD within 5 working days prior to writing of the exam.
   d. The instructor (or secretary) will sign a form when the exam is returned to his or her office and return the form to the OSSD.

In order to put services such as interpreting, adaptive equipment and alternative format textbooks in place, students are requested to contact OSSD at least 3 months prior to commencement of studies at UCC. The time factor involved is crucial to permit the OSSD and other agencies enough lead time to provide these services.
The provision of these services and technology is dependent on their availability.
UCC will inform applicants who require special assistance because of a disability to contact OSSD upon application for admission.

Student Admission Status – Policy ED-1-1

Please see www.cariboo.bc.ca/policy/educ/index.html for the latest policy and regulations.

Policy

The University College of the Cariboo (UCC) is dedicated to the proposition that the citizens of its region should be able to obtain the maximum educational benefit possible from their community college subject to the limitations of government policy and the resources available. This belief has led the Board of Governors to adopt what has come to be known as an "open door" policy with respect to the various programs available. What "open door" really means is that UCC has the responsibility to try to arrange a program of studies for any adult student which will, if followed successfully, ultimately lead that student to his or her chosen program.

A limited number of UCC courses and programs have no previous educational pre-requisites and can be entered directly.

Other UCC courses and programs have educational and/or general pre-requisites which must be met by applicants prior to admission. Once applicants have these pre-requisites, admission takes place on a "first come, first served" basis. This means that applicants are admitted in the order of the dates on which UCC receives all required admission documentation from the student.

Some limited capacity programs admit students on a "selective" basis. This means that applicants must meet specific educational and general pre-requisites and are then evaluated to assess their potential for success in the program. The applicants judged to be best qualified for success in the program are then admitted.

Student Attendance – Policy ED-3-1

Please see www.cariboo.bc.ca/policy/educ/index.html for the latest policy and regulations.

Policy

I. Courses

Students who are absent from a course without cause for two consecutive weeks will have been considered to have withdrawn from that course. If the withdrawal occurs prior to the final date to withdraw from a course, then a grade of 'W' will be assigned. Should the withdrawal occur after the final date to withdraw, a grade of F or DNC will be assigned.

II. Programs

In addition to paragraph (I) above, a student enrolled in a limited enrollment program who is absent for the first two days of classes will have been considered to have withdrawn and a grade of W will be assigned to that student's record. At the discretion of the Department Chair, the 'seat' may be assigned to a wait-listed student.

Student Classification

Students admitted to UCC are classified as follows:

1. Full Time Student

A student who meets the entrance requirements of the program in which she/he is enrolled, and who registers for at least 3/5 (60%) of a regular program of work each semester is classified as a full-time student. e.g. An academic student would have to be registered in at least 9 credits (3/5 x 15) to be classified as full time.

2. Part Time Student

A student who registers for less than 3/5 (60%) of a regular full program will be classified as a part time student.

3. Auditor (non-credit)

It is not necessary for auditors to meet academic requirements for admission or to submit transcripts of previous education with the application form. Regular tuition fees are charged for all courses audited. An auditor does not receive credit for the course. A grade of “AUD” is posted.

Students who register to audit a course must satisfy the instructor that they are taking reasonable steps to complete course requirements, although no formal evaluation procedures are required. If in the judgement of the instructor a student is not doing this, a grade of W will be recorded.

Students must meet with the instructor at the commencement of the course, or before a change to “Audit” status, to agree on what constitutes reasonable steps to complete course requirements. Students who wish to change from Credit to Audit status must do so by the end of the second week of the semester.

Since Audit students do not have to satisfy prerequisites for entry into a particular course, departments that have courses with activities that involve potential safety issues (i.e., clinical, laboratory or experiential activities) have the right to refuse an Audit student's participation in these activities.

Student Complaints

If a student has a complaint about a particular course or instructor, the first step should be to discuss the problem with the instructor. If the problem is not resolved or the problem is such that the student does not wish to approach the instructor, the student should discuss the problem with the appropriate Department Chairperson or Dean. If the student is still dissatisfied, the student should consult with the Vice-President Instruction, the Director of College and Student Affairs, or a Counsellor.

Student Responsibilities

It is the student's responsibility to be aware of policies, procedures and deadlines which are in effect during their attendance at UCC. This information is printed in this calendar, on class schedules and in other college publications including the Policy Manual. Any questions on policies, procedures and deadlines can be answered by counsellors, Registrar's Office personnel and the Director of College and Student Affairs.

Students are responsible for the accuracy of all documents. i.e., registration forms, course changes, additions and deletions.

Students are also responsible for the accuracy and completeness of their programs at UCC. Students must ensure that courses they register for are appropriate for certificate/diploma completion or for transfer to another post-secondary institution. Students should consult appropriate university calendars and communicate with the educational institutions to which they intend to transfer. They should also make appointments with the UCC Counsellors or Academic Advisors to aid them in their program planning.

Summer Session

UCC offers a broad cross-section of course in Summer Session, in both Kamloops and Williams Lake. Most courses run for six weeks instead of the normal thirteen weeks, so you can complete your studies in Summer Session quicker than in Fall or Winter. It's a great way to catch up or get ahead in your studies. Classes tend to be smaller and less formal, and students generally report that they find Summer studies to be a very positive experience. Courses are normally offered in May, June and July. You can pick up a free copy of our Summer Session brochure at the start of February in the Registrar's Office, Bookstore, Library and various other locations around campus.

Transcripts Of Academic Record

UCC regards the individual's permanent student record as a personal private document. Therefore, no transcripts are released without the written authorization of the individual concerned.

Official transcripts which are printed on security paper and bear the Registrar's signature are sent only upon the student's written request to employers, educational institutions, and other authorized agencies. Student copies of transcripts which bear the Registrar's signature are sent to students on request in sealed envelopes which may be enclosed by the student with other materials to be sent to employers, educational institutions, etc., if this is more convenient.

Transcripts cost $3.00 each.

You can request an Official Transcript:

By the Internet (www.cariboo.bc.ca/admreg/transcript/transcript.ihtml)	with payment by VISA or MASTERCARD
In person	UCC Registrar's Office room 1100 in the concourse in the Old Main Building
By mail	along with a cheque or money order
By Fax (250)371-5960	using a credit card no. & expiry date

Transferability

The transferability of UCC courses is listed in the B.C. Transfer Guide (or at **http://www.bccat.bc.ca** on the web), as well as in transfer guides published by the universities. For some courses, transfer credit has not yet been determined. Further information on these courses can be obtained from the Advisors or the Admissions Department. Transfer credit is assessed by program.

For information on the policy for UCC transferability, refer to Transferability of University Credits (ED-2-3).

Types of Degrees – Policy ED-16-0

Please see www.cariboo.bc.ca/policy/educ/index.html for the latest policy and regulations.

Policy

The University College of the Cariboo (UCC) offers programs of study leading to four-year Baccalaureate degrees in Arts and Science, and in Professional and Technical fields.

I. **BACHELOR OF ARTS (B.A.) AND BACHELOR OF SCIENCE (B.Sc.)** degrees are characterized by first and second year breadth requirements as a prerequisite for more specific discipline or theme-based study in years three and four. Areas of specialization within the B.A. will not be listed on the diploma document. The Major will be listed on the B.Sc. diploma document.

II. **PROFESSIONAL AND TECHNICAL** degrees focus on preparing students for entry into a profession or occupational field. For these degrees, the respective profession or occupational field will be included in the degree name.

III. **ASSOCIATE DEGREES** are comprised of two years of university level study in a variety of academic areas. UCC offers these degrees in Arts and Science. Each degree is made up of a broad range of course offerings balanced with in-depth study in specific disciplines. Many students, upon completion, will continue their studies in upper level work in order to complete a Bachelor's degree.

Regulations

All University College of the Cariboo baccalaureate degrees will require completion of at least 120 credits, of which a minimum of 45 credits must be at the upper level (300 and 400 level courses). Specific degrees may require more than 120 credits overall, or more than 45 upper level credits.

I. Honours Degree

1. An Honours degree requires the completion of a minimum of 120 credits. Of these, a minimum of 54 credits must be at the upper level (300 or 400 level courses), with a minimum of 36 of these upper level credits in:

EITHER a specific discipline;OR

a defined cross disciplinary area.

2. Students must receive a 'B' average in relevant university level courses to enter an Honours program at the third year level, and must maintain a Grade Point Average (GPA) of 3.0 in each of their 3rd and 4th years with no individual course below a 'B-' grade to remain in an Honours program.
3. Some or all of the upper level courses may be prescribed.
4. All lower level prerequisites to upper level courses must be satisfied. Further lower level courses may also be prescribed.
5. Thesis and Course Work Options
   a. Each Honours degree program will include a Thesis Option, requiring a minimum of six credits as an Honours thesis or equivalent.
   b. Honours degree programs may also offer a Course Work Option. The Course Work Option will not include an Honours thesis but will require a minimum of 12 credits beyond the respective established degree requirements and must include at least 66 upper level credits.

c. All changes to an Honours degree program or new program proposals require approval of the Education Planning and Program Review Committee (EPPR) and Education Council.

II. Majors Degree

6. A Majors degree requires the completion of at least 120 credits. Of these a minimum of 48 credits must be at the upper level (300 or 400 level courses), with a minimum of 30 of these upper level credits in:

EITHER a specific discipline;
OR a defined cross-disciplinary area.

7. Some or all of the upper level courses may be prescribed.
8. All lower level prerequisites to upper level courses must be satisfied. Further lower level courses may also be prescribed.

III. Double Majors Degree

9. A Double Major requires the completion of a minimum 30 upper level credits in **each** of the individual Majors programs, and the satisfactory completion of all degree requirements of the individual Majors. Credit cannot be granted for more than six **upper level** credits common to the degree requirements of the two Majors involved. In most cases a Double Majors will require one additional year to complete.

IV. General Degree

A General Degree requires the completion of 120 credits. Of these a minimum of 48 credits must be at the upper level (300 or 400 level courses).

10. Bachelor of Arts (B.A.) General Degree

There are two routes to a General Degree:

a. Completion of a minimum of 18 upper level credits in one discipline (Concentration) plus a minimum of 12 upper level credits in one or more different categories (Humanities, Social Science, Creative and Performing Arts) other than the category that includes the discipline of the Concentration.

b. Completion of 18 upper level credits in each of two different disciplines (Concentrations) which may or may not be within the same category. If the two different disciplines are from within the same category, then a further 12 upper level credits must be completed from a different category.

11. Bachelor of Science (B.Sc.) General Degree

There are two routes to a General Degree:

a. Completion of a minimum of 18 upper level credits in each of two distinct disciplines or defined cross-disciplinary areas.

b. Completion of a minimum of 18 upper level credits in one distinct discipline or defined cross-disciplinary area, and completion of a minimum of six upper level credits in each of two other distinct disciplines or defined cross-disciplinary areas.

All lower level prerequisites to upper level courses must be satisfied.

V. Options, Minors, Concentrations

12. Thematic Option

A Thematic Option consists of 30 upper level credits (300 or 400 level courses) in an approved interdisciplinary or cross-disciplinary thematic area of study. A further 15 credits of lower level courses (including core courses) are usually prescribed.

13. Minor

A Minor consists of a minimum of 18 upper level credits (300 or 400 level courses) in:

EITHER a specific discipline;
OR a defined cross-disciplinary area.

a. Some or all of the upper level courses may be prescribed.

b. All lower level prerequisites to upper level courses must be satisfied. Further lower level courses may also be prescribed.

c. A Minor must always accompany a Major or Honours degree

d. Credit cannot be granted for more than three upper level credits common to the requirements for two Minors, a Minor/Major degree or any two Minors and concentrations.

14. Concentration in Bachelor of Arts or Bachelor of Science Degrees

A concentration consists of a minimum of 18 upper level credits (300 or 400 level courses) in:

EITHER a specific discipline;
OR a defined cross-disciplinary area.

a. The upper level courses are NOT prescribed.

b. The lower level prerequisites to upper level courses must be satisfied.

c. A concentration(s) may occur in a General Degree, or may accompany a Major (or Honours) degree.

d. Credit cannot be granted for more than three upper level credits common to the requirements for any two concentrations.

15. Concentration in Professional and Technical Degrees

A concentration consists of a minimum of 15 upper level credits (300 or 400 level courses) in:

EITHER a specific discipline;
OR a defined cross-disciplinary area.

a. Some or all of the upper level courses may be prescribed.

b. All lower level prerequisites to upper level courses must be satisfied. Further lower level courses may also be prescribed.

c. Credit cannot be granted for more than three upper level credits common to the requirements for any two concentrations.

16. Option (Professional and Technical Degrees)

An Option consists of a minimum of 12 upper level credits (300 or 400 level courses) in a specific discipline **external** to the discipline of the concentration.

a. An Option must always accompany a Concentration in a Professional or Technical Degree.

b. Some or all of the upper level courses may be prescribed.

c. All lower level prerequisites to upper level courses must be satisfied.

d. Credit cannot be granted for more than three upper level credits common to the requirements for any two concentrations.

VI. Associate Degrees

17.Associate of Arts Degree (A.A.)

General Requirements

a. Sixty credits of first and second year B.C. university transfer courses.

b. A cumulative GPA of 2.0 for all courses counting towards the credential.

Specific Requirements

a. Six credits in first year English.

b. Thirty-six credits in Arts which shall include: six credits in Social Sciences, six credits in Humanities (including the Creative and Performing Arts).

c. Twenty-four credits of Arts which must include eighteen credits of second year Arts in two or more subject areas (disciplines).

d. Nine semester credits in Science, including three semester credits of Math or Statistics or Computing Science, and three credits in a Lab Science.

e. Nine semester credits of first or second-year courses.

NOTE: No course will be used to meet more than one of the specific requirements.

18.Associate of Science Degree (A.Sc.)

General Requirements

a. Sixty credits of first and second year B.C. university transfer courses (200 and 200 level).
b. A cumulative GPA of 2.0 for all courses counting towards the credential.

Specific Requirements

a. Six credits in first year Mathematics (at least 3 credits must be calculus).
b. Eighteen credits in first-year Science.
c. Eighteen credits in second-year Science in two or more subject areas (disciplines).
d. Six credits in first-year English.
e. Six credits in Arts other than English (excluding Math and Lab-based Science courses).
f. Six credits of first or second-year courses.

NOTE: No course will be used to meet more than one of the specific requirements.

VII.Transcript Notation

Information pertaining to the type of degree (Honours, Majors, Minor, Concentration, Option) will be printed at the end of the student's transcript on completion of all requirements for the degree.

UCC Entrance Scholarships – Policy ED-9-0

Please see www.cariboo.bc.ca/policy/educ/index.html for the latest policy and regulations.

Policy

The University College of the Cariboo (UCC) offers entrance scholarships to students who complete Grade 12 in secondary schools which are within the UCC region and which offer programs consistent with the goals of the British Columbia curriculum as defined by the Ministry of Education.

One award will be offered annually to a graduate of each eligible school who the school believes best exemplifies leadership qualities and general excellence in her or his program of study.

Regulations

I. Availability

One UCC Entrance Scholarship in the form of a complete tuition waiver, plus a lab fee waiver to a maximum of $400, covering two semesters or a non-semesterized period of study of a minimum of four months and a maximum of ten months in length, will be made available annually to an outstanding graduate of each provincially-accredited secondary school in the UCC region who is entering UCC in a credit program for the first time and who registers in at least sixty percent (60%) of a full course load for credit.

II. Selection Process

The school will be responsible for choosing the recipient from full-time Grade 12 students who have applied for admission to UCC and who have high academic standing (B average minimum). The school will use whichever selection process it deems fit.

III. Notification of Award

The school will be responsible for notifying the recipient of his/her selection and for providing UCC's Financial Aid and Awards Office with the recipient's name at least ten days prior to the presentation date.

IV. Alternate Nominees

The school may provide UCC with up to two names of qualified alternate nominees, in rank order, in case the recipient does not register.

V. Presentation of Award

The recipient will be issued a congratulatory letter from UCC's Financial Aid and Awards Office, together with information on the process for securing the award. The presentation will be made at each school graduation or awards ceremony by a UCC representative.

VI. Acceptance

The recipient must formally accept the award. Acceptance is for a program which commences in the immediately ensuing academic year unless otherwise approved due to special circumstances. For purposes of this program, the summer session is not deemed to form part of the academic year.
If special circumstances exist, such as the recipient being medically unfit or being the recipient of a Rotary Exchange or similar scholarship, UCC may, at the discretion of the Financial Aid and Awards Office, defer the period for acceptance for a maximum of one year. Deferral for the sake of taking a year off will not be considered.

VII. Non-Acceptance and Offer to Alternate Nominees

If the recipient accepted the scholarship but failed to register at UCC by the last day for payment of fees for the appropriate semester or period of study, the award will be cancelled. The Financial Aid and Awards Office will advise the student in writing to this effect. The award will then be offered to an alternate nominee, in the order ranked by the school, provided he or she registers at UCC within the original time covered by the award. If there is no designated alternate, or if none of the designated alternates accepts, the award will be forfeited for that year.

VIII. Withdrawal of UCC Entrance Scholarship Winner

Should a UCC Entrance Scholarship winner withdraw during the first semester or first half of the period of study for which the award is granted, the balance of the award will be cancelled.

IX. Academic Standing

Approval of the second portion of the scholarship will be conditional upon the recipient's passing a minimum of sixty percent (60%) of a full course of study with a 2.50 grade point average or equivalent (C+ to B- standing) over the period covered by the first part of the award. Recipients who fail to meet the academic standing requirement will forfeit the second portion of their scholarship and will be advised in writing of the requirement to pay the balance of their tuition and fees for the year. The Academic Standing requirements set forth herein will be included in the Acceptance Form provided to scholarship nominees.

X. Program Information

A copy of these Regulations will be provided to each eligible school in the University College region.

Visiting Student Status – Policy ED-1-3

Please see www.cariboo.bc.ca/policy/educ/index.html for the latest policy and regulations.

Policy

In recognition of the resulting opportunities to enhance the breadth and depth of their studies, students enrolled in programs at The University College of the Cariboo (UCC) may be approved to undertake study as "Visiting Students" at other post-secondary institutions.

Students from other institutions may be permitted to enroll in UCC courses if they meet relevant UCC course and program requirements. Visiting students at UCC should obtain appropriate permission from their home institutions to ensure that credit for UCC work is accepted at those institutions.

Regulations

UCC students who wish to enroll at other institutions must obtain, in advance, a "Letter of Permission" from the appropriate UCC Dean, after the Dean has consulted with the appropriate faculty member, if they wish those courses to receive credit at UCC. This permission is subject to established UCC program requirements.

A maximum aggregate of 30 UCC credits or equivalent may be acquired through study as a Visiting Student.

Each Visiting Student must arrange to have the Registrar at the other institution send an official transcript of the student's performance as a Visiting Student to the UCC Records Office. In addition, each student must submit, in writing, a request that the Records Office apply the credit to their UCC record and must include a copy of the Letter of Permission with the request.

Consistent failure to apply himself to his course of studies. Students may appeal such a decision to the UCC Board.

Co-operative Education

Co-operative Education is offered by the Co-operative and Career Education Department

Chairperson

LARRY ILES, B.A., B.Ed.

Co-operative Education integrates academic studies with paid periods of relevant work experience in industry, business, and government. Students alternate between terms of full-time study and full-time employment.

Co-operative Education programs offer students many benefits.

- Students learn career development skills (e.g. resume writing, job interview techniques and employer expectations) in pre-employment preparation seminars, (Working to Learn).
- Students gain valuable on-the-job experience, which can improve post-graduation employability.
- Students are able to test their career choices in the context of the work place.
- Students earn competitive entry-level wages which can help to offset educational costs.

Co-operative Education

Co-operative Education faculty serve as the link between students, employers, and the instructional department responsible for the program. Co-operative Education Coordinators seek out appropriate employment opportunities and work closely with Faculty to ensure that the students' jobs are related as closely as possible to the program content.

Co-op Coordinators assist co-op students in all aspects of their job search including writing resumes and letters of application, developing job search strategies and preparing for interviews. They arrange interviews, finalize work placements, and carry out on-site visits providing an assessment of the job and the students' work.

Co-op Work Terms

Many Co-op jobs are located outside Kamloops in the Lower Mainland and other parts of B.C. and Canada. The more flexible students are about where they can work, the greater their employment opportunities.

Students must compete for and obtain one of the jobs available through the Co-op Department or find acceptable alternative employment for the work term. Students who find their own jobs must have them approved before they are considered an official co-op work term.

Co-operative Education Programs

UCC offers Co-op options in the following programs:

- Bachelor of Natural Resource Science
- Bachelor of Science - Biology
- Bachelor of Science – Computing Science
- Bachelor of Science – Environmental Chemistry/Chemistry
- Bachelor of Science – Physics
- Bachelor of Technology in Applied Computing Science
- Computer Systems: Operations and Management
- Computer Automated Systems Technician
- Computer Systems Technician
- Telecommunications Technician

Co-op Requirements and Regulations

Submission of a signed Co-op application form is a student's commitment to comply with the procedures and requirements of the Co-op program as outlined in the calendar and the Co-op Student Handbook.

1. Admission Requirements – Admission and application requirements vary for each program. Please refer to the specific program section of the UCC calendar for detailed information.
   - Bachelor of Natural Resource Science – Students must maintain a minimum GPA of 2.33 each year in all NRSC, FRST, ENGL and BIOL courses.
   - Bachelor of Science, Biology Major – Students must complete BIOL 213, BIOL 234, BIOL 215, BIOL 210, BIOL 211, BIOL 225, BIOL 220, BIOL 221 before the first work term and maintain a C+ average in B.Sc. degree courses.
   - Bachelor of Science, Chemistry/Environmental Chemistry Major – Students must complete CHEM 110/120 or CHEM 111/121, CHEM 212/222 and CHEM 215/225 and maintain a minimum C+ average in B.Sc. degree courses.
   - Bachelor of Science, Computing Science – Students must have completed with a C+ the following courses: COMP 341, COMP 352, COMP 361. In addition, students must have completed with a C+ (or be enrolled in) at least two of the following: COMP 305, COMP 312, COMP 327, COMP 354, COMP 461, COMP 462.
   - Bachelor of Science, Physics – Students must complete PHYS 110/120 or 115/125, PHYS 200, PHYS 209, PHYS 220, MATH 211, MATH 224, MATH 317 and PHYS 311, 318, 412 or PHYS 309, 313, 314 before the first work term. Students must maintain a minimum C+ average in B.Sc. degree courses.
   - Bachelor of Technology in Applied Computing Science – Students must have completed with a C+ (or be enrolled in) the following courses: COMP 323, COMP 324, COMP 352, COMP 354, COMP 361. In addition, students must have completed with a C+ (or be enrolled in) at least one of COMP 314, COMP 342, COMP 343.
   - Computer Systems: Operations & management and Bachelor of Technology in Applied Computing Science – Students must obtain and maintain a minimum of 2.33 GPA (C+) and complete all required courses before the first work term.
   - Computer Systems Technician, Computer Automated Systems Technician and Telecommunication Technician -–Students must maintain a minimum B- (78%) average and complete all required courses before the first Work Term.
2. Co-op Fees:
   - One-time, non-refundable $50 application processing fee payable at the Campus Cashier.

- $250 work term fee for EACH work term payable upon confirmation of a work placement. See Fees/Payment information.
- All students accepted into Co-operative Education must participate in the Working to Learn workshop series. Attendance at these workshops is mandatory and includes post-workterm debriefing sessions on campus.
- The Co-operation Education Coordinator(s) will make every reasonable effort to obtain suitable program-related work placements; however, application and acceptance for Co-op Work Term participation is not a guarantee of placement. The job search will be conducted by both the student and the Co-op Coordinator.
- All Co-op positions, including workterm extensions and back-to-back workterms with the same employer, will be subject to the UCC Co-op workterm fee.
- In order to maintain eligibility for future workterms students must submit a completed Workterm Notification Form upon returning from each workterm. This regulation applies to students in the B.Sc., BTACS and BNRS programs.
- There is a one-time admission and withdrawal policy for Co-op programs. When a student withdraws from Co-op after partially completing the required number of Co-op terms, they cannot apply for re-admission to Co-op at a later date.
- Students are expected to accept a job offer once it has been extended. Students wanting to withdraw from a Co-op competition must do so by contacting their Co-op Coordinator no later than immediately following the interview with the employer.
- Job offers must be accepted or rejected within 24 hours.
- To successfully complete a workterm, students must a) complete term of employment; b) receive a minimum of “satisfactory” on their evaluation from their employer; c) submit a satisfactory workterm report by the deadline; and d) pay their workterm fees.
- It is the student’s responsibility to maintain close contact with their Co-op Coordinator and to check daily for new job postings, for interview schedules and for notices from the Co-op Office.

Services for Students

Student Services is here to help you make the most of your life at UCC. The specific services provided include Academic Advising, Assessment Centre, Athletics and Recreation, College and Student Affairs, Counselling, Financial Aid and Awards, Health Services, Registrar's Office and Special Services. Student Services staff, especially the Director and the Counsellors can also act as liaison between students and faculty and other administrative staff. In addition, Student Services provides assistance with student housing and employment services. If you have questions about any part of your life at UCC ask someone in Student Services.

Academic Advising

KATHY BENTLEY, Instr. Dipl., International Academic Advisor
BERNIE CRAWFORD, Dipl. Bus. Admin. (Camosun), Coordinator
DONNA FLEURY, B.A. (UCC), Academic Advisor
LISA LAKE, B.A., B.Ed. (Sask), Academic Advisor
CHARLENE MUNRO, B.G.S. (SFU), Cert. Lib. Arts (SFU), Academic Advisor
BARB SMITH, A.A. (UCC), International Academic Advisor
SCOTT TAYLOR, B.Sc. Forestry, M.B.A., Academic Advisor, Williams Lake

Access to Training (ATT)

KATHY MITCHELL, B.Ed., M.Ed., Coordinator
DIAN AYLWIN, A.A., B.A., Storefront Facilitator

Assessment Centre

CINDY JAMES, B.Ed., M.A. (Uvic), Coordinator
Paula Adkin, Assessment Centre Clerk
TBA, Learning Specialist

Athletics and Recreation

JEFF SPEEDY, B.P.E. (Acadia), M. Ed. (Vic), Acting Director, Athletics & Recreation and Women's Basketball Coach
TRACEY BILSKY, B.S.P.E. (Sask.), M.Sc. (Sask), Director, Athletics and Recreation (on leave)
MATHILDA CHARBONNEAU, Secretary, Athletics, Recreation & PHED
DEANNA GAYLIE, Gymnasium Attendant
PINA RUSSO, B.H.K. (UBC), Acting Campus Life Coordinator
JONATHAN SHEPHARD, Athletics & Recreation Assistant

Counselling

JIM COLLINGRIDGE, B.Ed. (Alta.), M.A. (Gonzaga), Counsellor
DIANA HOHNE-SINCLAIR, Secretary/Receptionist
BYRON KEMP, B.Sc. (Oregon), M.Ed. (Western Wash), Counsellor (W.L.)
DAVID LIDSTER, B.Ed. (Brit.Col.), M.Ed. (U.Vic.), Counsellor
VALERIE MCHARG, B.A.(Brit. Col.), M.Ed. (Brit. Col.), Counsellor
MARY ANN MOCHIZUKI, B.Sc. (Brit.Col.), M.Ed. (U.Vic), Counsellor

Financial Aid and Awards

GARRY PREVETTE, C.G.A., Manager - Financial Aid and Awards
CATHERINE FRASER, Dipl. Lib. Tech (VCC), Awards Advisor
WAYNE HENDRY, B.Sc. (Brit. Col.), Awards Advisor
SHARON LARSEN, Receptionist
BERNADETTE LAFAVE, Awards Clerk
LISA LAKE, B.A., B.Ed. (Sask), Awards Advisor
DONNA RICKMAN, Awards Clerk
CANDY SEITZ, Awards Clerk
JACKIE WATSON, Evening Receptionist

Health Services

RENE SOUCY, B.Sc. (Biology), M.D., C.C.F.P. (Univ. of Ottawa)
ELIZABETH BIAGIONI, R.N. (St. Paul's Hospital, Vcr, B.C.), Nurse Co-ordinator, Health Services
LEE-GAYE HICKETTS, M.O.A. (UCC)

Registrar's Office (Admissions, Registration & Records)

DENNIS J. MAYBERRY, B.Comm. & Bus. Admin. (Brit. Col.), C.G.A., Registrar
RAY PILLAR, B.A., M.A., (U.Vic.), Manager - Admissions and Registration
TRACY BARTH, Admissions/Records Assistant
MARGARET BLACK, Admissions/Records Assistant
MARIA CUPELLO, Filing Clerk
ELAINE EDWARDS, Admissions/Records Assistant
JACOB GELUK, B.Sc., CSOM (Co-op), Data Management Coordinator
LINDA GRAF, Admissions/Records Assistant
DEIDRE HILL, Admissions/Records Assistant
JANE HOLMBERG, Admissions/Records Assistant
KATHY JAGO, Admissions/Records Assistant
JUDY KRESS, Admissions/Records Assistant
MARILYN KUROMI, Admissions/Records Assistant
MARILYN LOEDEL, Admissions/Records Assistant
VERA MAZZEI, Admissions/Records Assistant
LINDA Y. MCABEE, Scheduling Secretary
SHEILA MCCOLMAN, Admissions/Records Assistant
MAUREEN MCCULLY, Admissions/Records Assistant
SANDEE MOTT, Admissions/Records Assistant
BEV PETRI, Admissions/Records Assistant
GWEN SCHAFFER, Admissions/Records Assistant
DOREEN TODD, Admissions/Records Assistant
TERESA TORCHIA, Admissions/Records Assistant
CAROL WIGGINS, Admissions/Records Assistant

Special Services

JOYCE HENDRY, Coordinator for Disability Services
ROXANNE L'ESPERANCE, Acting Coordinator for Aboriginal Students
VICKI MANUEL, Coordinator for Aboriginal Students (on leave)
DAVINA NEVE, R.N., A.A., Transition Planner for Disability Services

Aboriginal Students

The Coordinator of Services for Aboriginal Students is located in the Counselling Centre, Room OM1671. The Coordinator is responsible for providing services to assist Aboriginal Students in successful completion of their specific educational program. The Coordinator is also available to provide general information in regards to admissions and educational program options. The Coordinator acts as a student advocate and liaison with boards, community and local agencies. For an appointment or information call (250) 828-5246 or (250) 828-5023.

Academic Advising (OM1100

Advisors provide students with current academic information and advice on University, Career, Trades and Technology and College Preparation courses and programs. Services include program planning, help with course selection, and registration.

The Academic Advising Centre has information on programs offered at UCC. Students also have access to other Provincial, as well as Canadian, post-secondary and private institutions, in the form of calendars, CDs, videos and on-line equipment.

We encourage all first time students to attend a Step One Workshop. Group advising sessions are available to prospective and current students interested in the following Bachelor Degrees offered at UCC – Arts, Business, Elementary Education, Science and Social Work.

Check us out on-line at:
www.cariboo.bc.ca/admreg/advising/academic-advising.html.

For appointments or drop-in times, call:

- Kamloops (250) 828-5075
- Williams Lake (250) 392-8000
- Merritt (250) 378-2967

Access to Training (ATT)

KATHY MITCHELL, B.Ed., M.Ed., Coordinator
DIAN AYLWIN, A.A., B.A., Storefront Facilitator

Access to Training provides additional supports for prospective and current UCC students (including BC Benefits participants) to access UCC courses, programs, and services throughout Kamloops and our region. Services range from off-campus informational storefronts in Kamloops and Williams Lake to referrals both within UCC and to and from community resources. Career, personal and crisis counselling, educational planning and academic supports are also available.

Contacts:

Kathy Mitchell, Coordinator	(250) 828-5317
Dian Aylwin	(250) 376-9056
ATT Storefront Facilitator (Kamloops)	
Tom Salley	(250) 392-8048
ATT Information Centre (Williams Lake)	

Assessment Centre

The main purposes of the UCC Assessment Centre are:

- to provide general educational assessments to facilitate appropriate placement in courses/programs that best match the students' abilities and needs.
- to administer entry assessments for admission to various UCC programs.
- to coordinate and/or invigilate examinations for other educational institutions and outside agencies.
- to provide psycho-educational assessments and support for UCC students with learning difficulties.

The Assessment Centre is located in Room OM1762 of the Old Main Building. The Centre is open year round, Monday to Friday from 8:00 am to 3:45 pm (closed on statutory holidays). For general inquiries, students are welcome to visit the Assessment Centre, call the main office at (250) 828-5470, email the Assessment Centre at **assess@cariboo.bc.ca**, and/or visit the Assessment Centre website at **www.cariboo.bc.ca/drp/assmnt/index.htm**

The L.P.I Test - 2002

The Language Proficiency Index (LPI) is administered to students who plan to enter a post-secondary institution in B.C., and serves as an indicator of the level of English competency of the student, to determine placement in the most suitable English course.

UCC requires LPI scores of many incoming students. Please consult this calendar for specifics or exemptions in the program area of your choice.

Pre-registration is required for all the UCC sittings of the LPI. Application forms are available at the Assessment Centre (OM1762), and must be returned along with a $40.00 fee at least one week prior to the testing day.

Current dates established for LPI sittings in 2002 are:

Kamloops Campus		
February 16	Saturday	9:00 a.m.
March 16	Saturday	9:00 a.m.
April 20	Saturday	9:00 a.m.
May 11	Saturday	9:00 a.m.
June 15	Saturday	9:00 a.m.
July 20	Saturday	9:00 a.m.
August 2	Saturday	9:00 a.m.
August 17	Saturday	9:00 a.m.
September 7	Saturday	9:00 a.m.
October 19	Saturday	9:00 a.m.
November 16	Saturday	9:00 a.m.
December 7	Saturday	9:00 a.m.

Williams Lake Campus		
February 16	Saturday	10:00 a.m.
March 9	Saturday	10:00 a.m.
April 20	Saturday	10:00 a.m.
May 11	Saturday	10:00 a.m.
June 15	Saturday	10:00 a.m.
July 20	Saturday	10:00 a.m.
August 10	Saturday	10:00 a.m.
November 16	Saturday	10:00 a.m.

Athletics and Recreation

The Athletics and Recreation Department offers an intercollegiate program that is designed to allow the more serious athlete the opportunity to participate against athletes from other colleges and post-secondary institutions. UCC is a member of the B.C. Colleges Athletic Association. Sports for men and women normally include soccer, basketball, volleyball, badminton, and baseball (men only). If you are interested in trying out for a team, you are invited to contact any one of the Athletic staff in the gymnasium. To be eligible for team participation you must be registered in a minimum of nine credits per semester or equivalent. See the Financial Aid and Awards Guide for scholarship information.

In conjunction with the Activities Council, a variety of student recreational activities are conducted throughout the academic year. All students are most welcome to participate—in fact, you are encouraged to capitalize on these activities as a way to enrich your life at UCC. The events and dates are included in a Student Activities calendar which is available at registration or at various places around the campus. Also watch for posters announcing the various events. Again, if you are interested in any aspect of the recreation program, please contact the Athletics and Recreation staff at the gymnasium, (250) 828-5270.

Campus Awareness Sessions

The Academic Advising Department schedules a number of Campus Awareness Sessions to help new students become familiar with the facilities and services offered at UCC. These sessions are offered free of charge during the first two weeks of September. Contact (250) 828-5023 for more information. (Old Main Building, Room OM1651)

Chaplaincy

The Chaplains work with students, faculty and staff to explore the spiritual dimension of life, and to promote dialogue about the nature and meaning of life in light of Christian teachings and commitment. The UCC Chaplains function as a team to foster Christian community, both denominational and ecumenical / interdenominational, and to present programs on campus dealing with religious and ethical aspects of current issues. The chaplains also provide pastoral counselling on personal problems.

Their office is located in the Counselling area of the Old Main Building, room OM1673, telephone (250) 371-5940.

Counselling

The Counsellors at The University College of the Cariboo are professionals trained to provide a variety of counselling services designed to promote and support student academic success, identification and achievement of appropriate career goals, and personal growth.

Career and Educational Counselling is available to students who are uncertain about their career goals. Counselling can help students make realistic career plans based on interests, needs, abilities, and values.

Personal Counselling and Crisis Counselling is available to help students who are experiencing personal difficulties which may affect their ability to succeed in university-college programs or courses. Counsellors can help students clarify issues, overcome obstacles and find effective ways of dealing with problems. Counsellors may also refer students to community agencies for further assistance.

Workshops are scheduled throughout academic terms to help students in such areas as career planning, study skills, time management, test anxiety, and stress management.

The Counselling Department is located in the Old Main Building. Counselling appointments may be made in person at the reception desk or by telephone at (250) 828-5023 from 8:30 am to 4:30 pm, Monday through Friday. Summer hours are 8:00 am to 4:00 pm.

Career Resource Centre: On-line career information is available to students and prospective students through Internet access located in the Counselling Centre.

Disabilities Services

There are a number of services available at UCC which are designed to help make UCC accessible to students with disabilities:

- Tutoring for course work
- Assistance with reading
- Taped versions of textbooks
- Some specialized equipment
- Assistance with registration and admission procedures
- Other supportive services as needed
- Liaison with community and sponsoring agencies.

These services are organized by the Coordinator for Disabilities Services. Students with special needs, who are interested in attending UCC, are encouraged to contact the Coordinator or the Transition Planner regarding their educational goals.

For an appointment call (250) 828-5023. This office is located in the Counselling office.

Employment Services

There are several opportunities on campus for student employment. The Financial Aid and Awards Office has a limited number of opportunities for Work Study employment. Further information on the Work Study Program can be obtained from the Financial Aid & Awards Guide or from the Financial Aid and Awards Office. The Student Employment Office maintains a Help Wanted bulletin board which is located near the Counselling offices. In addition, the Counselling Department offers special employment-related counselling services, i.e., resume writing, how-to-apply-for-jobs information, etc. The Human Resources Development Canada (HRDC) representative (who acts as a liaison between HRDC-sponsored students and the HRDC Office) makes regularly scheduled visits to UCC. Direct telephone contact can be made with the HRDC Office at (250) 372-2515. The Human Resources Office occasionally has casual positions open and students may submit applications to the Personnel Office for consideration.

The Campus Activity Centre will offer opportunities for employment for students. Student jobs are available in Heroes Pub, the Information Centre, the Cafeteria, and with conference services. Information about the application process for these student jobs can be obtained from the Cariboo Student Society at (250) 372-5882.

Student Employment Centre

MANDY MATHER, Employment Centre Coordinator
(250) 371-JOBS (5627), Fax: (250) 371-5949,
e-mail: stuemploy@cariboo.bc.ca

The Student Employment Centre, a non-profit organization, funded by the Cariboo Student Society, is dedicated to facilitating the process of introducing students to employment opportunities. Our mission is to provide authoritative information, advice and services to current UCC students, alumni and employers in the area of self-marketing and student recruitment. The friendly staff will assist you with all your needs. Services include:

- job postings board (full-time, part-time, summer, casual, local and regional employment)
- dazzling resumes and cover letter writing
- job search and labour market information
- volunteer opportunities and mentorship
- graduate recruitment programs
- one-on-one employment counselling

"Over 1,000 employers connect with UCC yearly"

Visit **http://www.cariboo.bc.ca/stuempl**

Financial Aid And Awards

Note: Complete information about the following services is available in the Financial Aid and Awards Guide and the website www.cariboo.bc.ca/finaid.

The Financial Aid and Awards Office is located in OM1641, and provides information and assistance to students on the following:

- Sources of student aid and awards

- Applying for government and institutional funds
- Requesting reviews of government student aid decisions
- Work Study—campus employment

All financial aid and awards matters are held in strict confidence.

Hours of Operation

Awards Counter:		
8:00 a.m. - 4:00 p.m.	Mon. to Fri.	Fall and Winter semesters except for first two weeks.
Enquiries/Receptionist/Enquiry Clerk:		
8:30 a.m. - 4:30 p.m.	Mon. to Fri.	Sept. to May
8:00 a.m. - 4:00 p.m.	Mon. to Fri.	June to August
Evening Receptionist		
4:00 p.m. - 8:00 p.m.	Mon. to Thur.	Sept. to mid-May

The Receptionist/Enquiry Clerk and the Evening Receptionist provide basic financial aid and awards information to students.

Individual appointments with an Awards Advisor may be made through the Receptionist/Enquiry Clerk, the Evening Receptionist, or by calling (250) 828-5024 (Kamloops). UCC students who are attending a campus other than Kamloops may arrange telephone interviews through their campus office.

Appointments for application completion assistance are available only if extraordinary circumstances exist, as students are expected to attend the workshops which are offered during the summer.

Student Assistance applications and pamphlets on student aid and money management may be obtained at the following locations:

Kamloops	Financial Aid & Awards Office & Student Services Enquiries kiosk
Merritt	General Office
100 Mile House	General Office
Williams Lake	General Office
Other Centres	General Office

Adult Basic Education Student Assistance Program

Need-based, non-repayable grants are available to assist students wishing to enrol in programs such as Basic Literacy, English Language Skills and Adult Basic Education. Funds are intended to cover direct educational costs such as tuition and books.

B.C. Student Assistance Program

The following describes the basic elements of the program for the 2001/02 educational year (subject to revision for the 2002/2003 year).

Students should obtain application forms (usually available from the Financial Aid and Awards Office by April) and check the criteria for residency before proceeding with the application.

Students planning to apply for B.C. Student Assistance to attend UCC are strongly advised to attend a workshop. Refer to the Financial Aid & Awards Guide (available in April or the website) for a schedule of dates.

All B.C. residents studying within B.C. must submit completed applications to the Ministry of Education, Skills and Training.

Important—It may take up to ten weeks to process a student loan.

I. Program

The purpose of the B.C. Student Assistance Program is to assist students with educational costs at the post-secondary level, but funds are granted only where the financial resources from parents, summer work, or other sources are insufficient to meet the estimated educational costs.

Funds awarded under this program will be disbursed through a combination of Canada Student Loan, B.C. Student Loan, and B.C. Grant. A booklet describing the program in full is available at your Financial Aid and Awards Office.

II. Eligibility

Applicants must be Canadian citizens, or Permanent Residents who are enrolling for credit in at least 60% of a full-time program of study of a minimum of 12 weeks in length. The amount of assistance awarded will be based on Assessed Need as determined by the Provincial Authority.

III. Obligations

Prior to negotiating a student loan, the student should read the instructions and obligations contained on the reverse of the Canada Student Loan documents and in the B.C. Student Loan Agreement.

IV. Interest

Interest on your student loan(s) is paid by the federal and/or provincial government as long as you are registered as a full-time student. You should discuss the interest rates with your bank.

Students who have negotiated Canada Student Loans and B.C. Student Loans in the past but who do not negotiate one for the immediate semester or program of study should submit a completed Schedule 2 (Canada Student Loans Program) and/or Certificate 2 (B.C. Student Loans Program) in order to receive interest-free status. Schedules 2 and Certificates 2 are available from the Financial Aid and Awards Office.

V. Deadlines

Contact the Financial Aid & Awards Office for further information on deadlines for applying, filing appeals, etc.

Part-Time Student Assistance Programs

Grants and loans are available to assist students who are unable to study on a full-time basis. Funds are intended to cover direct educational costs such as tuition and books.

Fee Deferrals

Students who cannot pay fees by the due dates and who have loans approved (full-time or part-time) in amounts sufficient to cover the fees, may be eligible for deferrals through the Financial Aid & Awards Office, subject to payment of the required UCC commitment fee. Refer to Fee Payment Information brochure available from the Registrar's Office.

Awards & General Information

Refer to the Financial Aid & Awards Guide available from all UCC campuses and regional offices.

First Nations Student Association

The First Nations Student Association, administered by an annually elected Executive, provides an opportunity for Aboriginal students to meet, study and be involved in activities such as sports, cultural and traditional events. The First

Nations Student Centre is located in the Campus Activity Centre.

First Nations Student Centre

UCC provides a Native Student Centre in the Campus Activity Centre for those students of Aboriginal heritage. The centre serves many purposes—among them, a place for tutoring, studying, special events, and socializing. Possibly the most valuable service, though, is that of providing support to native students, especially for those in their first year and/or from out of the Kamloops area.

'Group Advising Workshops'

Degree workshops are available in: Arts, Business, Elementary Education, Science and Social Work. These 1 ½ hour sessions explain the degree requirements and courses needed by students to gain entry into year 3 of their program. Prospective and current students benefit from these workshops, as they learn how to plan their own courses. The workshops are small and are given by UCC Academic Advisors at the Kamloops campus.

For further information and pre-registration, call (250) 828-5075.

Harassment Prevention

It is the policy of The University College of the Cariboo that all employees and students have a right to work and study in an environment that asserts and supports their fundamental rights, personal worth and human dignity. Under the B.C. Human Rights Act, every person has the right to freedom from harassment, and The University College of the Cariboo acknowledges its responsibility in protecting this freedom. The University College of the Cariboo will not tolerate harassment in any form, and considers it to be a serious offence subject to a range of disciplinary measures.

If students, faculty or staff perceive that they have been subjected to harassment they may wish to discuss their concerns and/or file a complaint with Marilyn Martin, local 5188 (AE283), Senior Harassment Advisor or Doug Ellis local 5052. It is within UCC jurisdiction to investigate allegations of harassment by members of the University College community (i.e. students, faculty, staff) whether or not the alleged harassment occurred on campus, during working hours or the complainant is a member of the University College Community. Copies of the UCC Harassment Prevention Policy are available upon request of the Department Chair, Divisional Dean, Director of College and Student Affairs, the Student Society office and the Harassment Advisor.

Physical assault is a criminal offence and should be reported to the R.C.M.P.

Housing

On-campus housing is available for 300 students in the McGill Student Housing complex. Applications are available from the Student Services Receptionist, Registrar's Office or from the housing staff. The telephone number is (250) 372-7778 and the address is: McGill Student Housing, 850 McGill Rd., Kamloops, BC, V2C 6N2. Applications are to be made directly to the Residence Manager.

During the summer months, the UCC Student Society maintains an off-campus accommodation list, available to students. The list consists only of room and/or room and board situations available in private homes in the Kamloops and surrounding area communities. This list is available free of charge from the Student Society office. Students seeking apartments, houses and condominiums are requested to check local newspapers for listings.

Recycling Services

There are many recycling programs at UCC, several of which are available for the use of students. Office paper can be recycled in bins designated for this purpose in hallways and computer rooms, and newspaper can be recycled in the lower part of the purple Omega boxes. Pop cans and glass bottles are placed in the blue bins located in student lounges. Cardboard can also be recycled in the dumpster in front of the Stores/Facilities building. UCC is taking a proactive stance on waste reduction, so should you – REDUCE, REUSE, RECYCLE!

'Step One Workshops'

A free one-hour workshop is provided to prospective students of UCC, informing them of programs offered, outlining steps from the application process through to registration.

This informative workshop is presented by the UCC Academic Advisors to community people who have been away from school for a number of years, or who have never taken any post-secondary coursework.

For further information and pre-registration, call (250) 828-5075.

Student Success Seminars

- UCC offers a three-credit, 42-hour course, Student Success 100.
- This course is designed to provide an opportunity for students to learn and adopt methods that support their success in school.
- These seminars are open to all students. Class size is limited.
- Student Success 050 is offered by the College Prep Department.

Timetabling/Registration Workshop

The Academic Advising Centre has developed a web-based workshop, which explains what students need to know to build their own personal course timetable. The registration process is explained along with other information about student loans and payment of fees.

Go to UCC's webpage, www.cariboo.bc.ca, to access this on-line workshop.

Board Meetings

The UCC Board meets each month. Students and the general public are invited to attend.

bookie's Bookstore

bookie's offers you much more than text books. Located on the first floor of the Campus Activity Centre, they sell UCC apparel, calculators, computer hardware and software, stationery supplies, greeting cards, general interest books, specialized materials required by some courses, giftware and snack food. *bookie's* is owned and operated by UCC and is responsible for providing required and recommended textbooks.

bookie's hours throughout the academic year are from 8:00 a.m. to 5:00 p.m., Monday to Thursday and from 10:00 a.m. to 4:00 p.m. on Friday. Summer hours are from 8:00 a.m. to 4:00 p.m., Monday to Thursday and from 10:00 a.m. to 4:00 p.m. on Friday. There are extended hours at the beginning of each semester. Please phone for details.

By July/August, many textbooks required for your course work will be available so you may purchase them at the time you register. The largest number of used books are available by mid-August. Textbooks can be returned for a full refund up to two weeks after classes begin, providing you have the original receipt and the textbook is unmarked in any way.

Books may also be purchased on the web at our website www.bookies.cariboo.bc.ca

Used book buy-backs run all year long except for the first month of fall classes and the first two weeks of winter classes. *bookie's* will purchase used textbooks from students for 50% of the original purchase price, providing the text is the current edition and there is a need in the following semester. These texts are then made available to students in the next year.

bookie's may also purchase books no longer being used at UCC. The value of these books is set by wholesalers and is based on market value.

If you have specific concerns or needs please let our staff know.

Buses

The City of Kamloops operates a public bus system that makes regularly scheduled trips to UCC. These trips form part of, and connect with, routine trips from other districts in Kamloops. Buses run approximately every 30 minutes. You are advised to pick up a current bus schedule for information of specific times and connecting schedules. Schedules are available outside the Counselling office and in *bookie's*. Books of tickets at reduced student rates are available from *bookie's* for full time students.

Parking

Information on campus parking services, charges, passes and violations can be found under the heading "Parking" listed in the Other Services section of this calendar. Parking problems or concerns should be addressed to the Parking office at (250) 828-5368 (Local 5368).

Computer Services

MARLENE DOMONEY, M.Sc., Director

This division includes: Computer Services, Media Services, and Technical Services.

Computer Services

PETER INGLIS, Electronics Technician
RUTH HUGHES, Web & Internet Services Coordinator
BRANT LEIGH, Programmer Analyst
RICK WALKER, Programmer Analyst
PAT HOWE, Coordinator Computer Help Desk
BROOKE HODSON, Programmer Analyst

Computer Services is located on the third floor of Old Main Building. The office is open 0800 – 1600 hours weekdays and closed weekends and holidays.

Computer Services is responsible for software installation on the mini and microcomputers at UCC, consulting with users on software requirements and developing and maintaining systems. Support and advice for staff is provided by the Computing Help Desk (local 5320).

Computer Services Division is not responsible for any instruction of Computing courses. Inquiries about such matters should be taken to the Computing Science Department. Students using the computer labs can report problems at the CSLS office located in Room OM1320 in Old Main building.

All UCC students and staff are eligible to use the computer facilities (micros or minicomputers). It is not necessary for a student to be enrolled in a Computing course, as students are encouraged to use the facilities for essay preparation and other coursework.

Finally, Computer Services would like to caution all users to be aware of the copyright laws as they pertain to use and distribution of computer software as well as the appropriate use of computers as outlined in the Student Account Agreement.

Media Services

BOB CLARK, Coordinator
MURRAY DOUBT, Electronics Technician
ARNOLD BOUDREAU, Electronics Technician
LOIS RUGG, Production Technician

Media Services provides audio and visual materials that are used both in the classroom and for marketing UCC. The production centre maintains a small staff to provide the following services:

- A.V. Production
- Graphics
- Television
- Audio Recording
- Media Duplication
- Design & Media Consultation

This department is located in the Old Main building, and although they work mainly with instructors and administrators they will gladly answer questions about using audio-visual materials and production techniques.

Media Services coordinates the booking, technical and training support for the colleges interactive television systems. Media Services is also responsible for the repair and

preventative maintenance for AV equipment in all classroom and equipment loan out.

Media Services coordinates the handout of Audio Visual equipment. They offer loan out of such equipment as projectors, video and audio playback units, etc., to faculty, and on some occasions, to students and the community.

Students and staff are strongly urged to book audio visual equipment two or three days in advance by calling (250) 828-5070. An electronic mail message may also be sent to username BOOKINGS.

Please consult the Media Services office for hours of operation as they vary from year to year.

Technical Services

WESLEY COLE, Manager, Network & Technical Services
DAVID BURKHOLDER, Electronics Technician
KAREN KOWALSKI, Computer User Assistant (Eve.)
SUSAN LEFEBVRE, Computer User Assistant
REG MAIDMENT, Programmer Analyst
JOE PRESTA, Electronics Technician
AL WATSON, Electronics Technician
BRENDA BLISS, Switchboard Operator

Technical Services is located on the 3rd floor of the Old Main building. The office is open 0800-1600 hours weekdays and closed weekends and holidays.

Technical Services is responsible for the following:

- Installation and repair of telephones and telephone equipment.
- Installation of data lines and data communications equipment.
- Installation and repair of computer equipment: microcomputers, printers, & other peripherals.
- Repair, calibration, and preventative maintenance of electronic equipment used in vocational programs.
- CATV on campus.
- Novell Local Area Network

Technical Services administers the computer labs through the Computer Services Lab Support (CSLS) office located in Room OM1320 of Old Main building. Please consult CSLS for hours of operation as they vary from year to year.

There are 3 general purpose computer labs and 2 open areas in the renovated C-block area, as well as 2 labs in Science, 3 in Arts & Education and 1 in Trades and Technology buildings. In addition, there are several other computer labs for specific programs such as CSOM, BTACS, Journalism, Office Administration and Access Centre. Most labs have 20 Pentiums. Check the schedule outside CSLS for lab availability and specific locations.

Williams Lake campus has 1 general purpose and 2 specialized computer labs. In addition, there are labs in Merritt, Lillooet, 100 Mile House, Ashcroft and Clearwater.

The CSLS is responsible for generating student accounts (upon presenting proof of paid registration or a valid library card), and helping students with using computer equipment. Accounts are generally valid from early September to the end of April, however, any student requiring their account during the summer months can reapply in May.

Facilities

JOHN FELLER, Director
LES TABATA, Assistant Director, Building Operations
DOUG HALLIDAY, Manager, Mechanical and Electrical Services
ANNE HENRY, Facilities Services Clerk (maintenance calls)
JANIS SETKA, Facilities Services Secretary (parking services, key control, vehicle support)

The Facilities Services Division is located in the Facilities/Stores building. Office hours are 7:30 a.m. to 4:30 p.m. weekdays.

Facilities Services is responsible for the renovation, maintenance and cleanliness of all UCC buildings, grounds and facilities, and the provision of campus security, transport, traffic control and parking and furniture support services.

Information or assistance on Facilities Services matters can be provided as follows:

- Building maintenance and janitorial services problems or inquiries should be addressed to the Facilities Services Clerk at (250) 828-5388.
- Key control inquiries and key requests, as authorized by the appropriate Dean/Director, should be addressed to the Clerk/Receptionist, Facilities at (250) 828-5368.

For security or building access information see the heading Security listed under Other Services.

Library and Information Services

NANCY LEVESQUE, Director
TERRY BOSCHER, Divisional Secretary
ANN BRAWN, Circulation Clerk
SUSAN BREWER, Library Clerk
MICHAEL COYNE, Systems Librarian
DAVID CULVER, Technician, B.Sc., Portland State U.
CHERYL DELEEUW, Circulation Clerk
JIM DUPUIS, Technician, B.A., U. of Windsor, Library Technician Diploma, VCC–Langara
LINDA ELLIOTT, Technical Services Clerk
RUTH ENDERS, Technician, B.A., U. of Alberta, Library Arts Diploma, S.A.I.T.
KATHY GAYNOR, Electronic Services Librarian
PENNY HAGGARTY, Collections Librarian
VICKY HICKS, Part-time Circulation Clerk
LINDA HUNTINGTON, Part-time Circulation Clerk
NORMA IHLEN, Part-time Library Clerk
CHRISTINA NEIGEL, Instructional Librarian
PETER PELLER, Public Services Librarian
ANITA PENNER, Technician, Library Technician Diploma, VCC–Langara
PENNY PENTILCHUK, Part-time Circulation Clerk
RITA PETERSON, Technical Services Clerk
SHERI RESSLER, Part-time Circulation Clerk
SHANNON WEST, Library Clerk

The UCC Library collection, consisting of over 200,000 volumes, 1000 periodical subscriptions, and extensive collections of databases, government documents, pamphlets, microforms, and audio visual materials, is an important educational resource to the UCC community.

The Library is available to students and staff of UCC, and to members of the public residing in the college region. Qualified staff are on hand to assist Library users in their search for information.

Items not available locally can, in most cases, be obtained through the interlibrary loan network. The Library also provides on-line information retrieval services to the College community.

Library Cards

Students may obtain a Student Card from the Campus Cashier in the Old Main building by Finance. This card is used as a library card and must be presented when borrowing materials.

Library Fines

One dollar ($1) per day for overdue Reserve materials, videos, interlibrary loans, or regular loan materials which are overdue when recalled for another patron.

Twenty-five (25¢) cents per day for all other overdue library materials.

Library Hours

Sept – Apr	Mon to Thur	8:00 am – 9:00 pm
	Fri	8:00 am – 5:00 pm
	Sat	9:00 am – 5:00 pm
	Sun	9:00 am – 9:00 pm
May – Aug	Mon to Fri	8:00 am – 5:00 pm (hours may vary)

Williams Lake Library

Library Service

TERRILL BUDD, Campus Librarian
MARGIE MILLS, Resources Services Clerk

The Williams Lake UCC Library collection consists of over 5000 volumes and 300 periodical subscriptions. In addition, students and faculty can access the UCC main library holdings. The library also serves as a testing and assessment centre.

Occupational Health and Safety Department

DAN HALEY, Assistant Director, Human Resources
MICHELLE MARGINET, R.T., Safety Officer

The Occupational Health and Safety Department is responsible for the overall planning, administration and coordination of the university-college's Occupational Health and Safety Program including Emergency Preparedness, Fire Safety, Ergonomics, WHIMIS and Violence Programs.

This office works cooperatively with all departments, committees, employees and students to ensure the reduction and/or elimination of any physical or environmental hazards which may exist. The prime objectives are to ensure that all employees and students work in a safe and healthy environment and that all campus staff, facilities, property, equipment and procedures comply with University-college policies, as well as meet or exceed all federal, provincial and municipal legislative and regulatory requirements for safety and health.

The Occupational Health and Safety Department is also responsible for coordinating Critical Incident Stress Debriefing (CISD) responses to serious emotional trauma events.

The main office for this Department is located in the Clock Tower Building in Room 400. Information, inquiries or assistance on Occupational Health and Safety matters can be provided by contacting the main office at (250) 828-5139 during regular hours, or by Fax at (250) 828-5338. After hours, Occupational Health and Safety Department staff can be reached by contacting Security at (250) 828-5033 or through the Security cellular phone at (250) 371-7957.

Health Services

RENE SOUCY, B.Sc. (Biology), M.D., C.C.F.P. (Univ. of Ottawa)
ELIZABETH BIAGIONI, R.N. (St. Paul's Hospital, Vcr, B.C.), Nurse Co-ordinator, Health Services
LEE-GAYE HICKETTS, M.O.A. (UCC)

UCC has a full-time physician and nurse on duty from 8:30 am to 4:30 pm, Monday to Friday, located in Old Main building Room OM1461. Appointments to see the doctor are necessary and can be made by contacting the Health Services office. The Health Services office can be contacted during regular hours by calling (250) 828-5126 (Local 5126) or through the Campus Switchboard (250) 828-5000 (Local 5000).

In case of emergency, 24-hours per day, assistance can be reached by calling Local 1111.

Treating victims of accidents is part of the Health Nurse's job, however she is available for advice on any medical problem and can help you find a doctor, a dentist or refer you to people who can assist with your problem. All discussions are strictly confidential.

If you have a chronic medical condition or injury such as diabetes, epilepsy, heart disease, etc., please contact the nurse. Parking forms for students with disabilities are also distributed from this office.

All personal accidents which occur while you are on campus must be reported to Health Services or Security as soon as possible or within 24 hours. Information on Workers' Compensation coverage, medical insurance and application forms can be obtained from the nurse.

The Health Services office retains all medical documentation and immunization records for all classes requiring these prerequisites. If students need their records for any reason, please feel free to contact the nurse.

Provincial Workers' Compensation Board Coverage

Effective September 1, 1994 Provincial Workers' Compensation Board coverage is in place for students:

- who participate in a required practicum as identified in the UCC Calendar at a recognized work site.
- during classroom/lab/shop instruction for students in a recognized apprentice program.

Workers' Compensation Board coverage is not in place for any other students.

Private Accident Insurance Plan for Students

The University College of the Cariboo has arranged an Accident Insurance Plan to cover all registered students (excluding apprenticeship and general interest students) who are actively attending classes or participating in a UCC approved course or activity.

Coverage is in effect for all eligible students while on UCC property or premises, participating in approved UCC activity or travelling directly to or from a UCC approved or organized activity.

UCC has selected a policy option providing up to a maximum of $25,000 Accidental Death or Dismemberment. Additional

benefits are available under this policy, which are outlined in the brochure available through the Health Services Office or Occupational Health and Safety Office.

Premium funding for this insurance plan will be paid 100% by UCC through the College Activity fees. Further information may be obtained by contacting the Occupational Health and Safety Office.

Other Services

Campus Activity Centre

The Campus Activity Centre (CAC) serves the University College of the Cariboo community with a variety of facilities and programs. The welcoming atmosphere of the Activity Centre provides a setting for individuals to socialize and to meet one another outside of the classroom. The interaction is facilitated by the many exciting cultural, educational, recreational and entertainment events that are held in various areas of the Centre.

As a financially self-supporting operation, the Campus Activity Centre provides several hospitality venues that serve the University College. Our state-of-the-art facilities include:

- **Administrative Office** – An administrative and booking service available to students and outside clients to help make arrangements for facilities, set-ups and services.
- **bookie's, UCC Bookstore** – Offering more than text books, bookie's sells UCC apparel, calculators, computer software, stationary supplies, greeting cards, general interest books and a variety of other interesting products. Bookie's has an excellent buy-back policy for used textbooks. Visit bookie's for a great experience!
- **Terrace Cafeteria** – We offer daily specials for breakfast and lunch. Try our new stir-fry station where your choice of ingredients are cooked by the chef. We also offer soup, salads, choices from the grill and a variety of hot entrees.
- **Heroes Pub** – Meet at Heroes to enjoy our food and drink specials. A great place to relax and enjoy weekly featured entertainment, pool tables and the NHL hockey station to watch your favourite team.
- **Hot Shotz** – In our newest cafe, we proudly brew Starbucks coffee, specialty coffee, Tazo Chai and a variety of herbal teas for your enjoyment. We offer freshly baked pastries, cookies and hot cinnamon buns. Check out our daily coffee specials.
- Cariboo Student Society
- International Centre
- **First Nations Student Association Office** – The First Nations Student Association welcomes students to visit the lounge for coffee, and to use the computers, TV and study table.
- **Grand Hall** – This room can accommodate 550 people for lectures and 400 people for banquets, and can also be divided into four separate rooms
- **Meeting Rooms** – The CAC has 5 meeting rooms available for seminars, workshops and meetings.
- **Rotunda** – Offering open, spacious seating for socializing, relaxing and studying.

More information about the Campus Activity Centre can be obtained by calling (250) 371-5723.

Campus Card

This photo identification card is required to access Library services and is used in a variety of ways on campus for identification. The campus card may also provide various student discounts at merchants throughout the City of Kamloops. It is available at the Cashier in Old Main building upon receipt of registration fees.

Canada Post Mail Boxes

Pick-up boxes are located outside the Old Main at the door facing the Clock Tower Building.

Cariboo Childcare, A Non-Profit Society

Mission Statement

- Provide exceptional care for the children and families in a safe, healthy learning environment
- Primarily serve the childcare needs of the students at the University College of the Cariboo as well as the staff and community families
- Offer educational opportunities for university students in programs that relate to the development of children

Staff

All of the staff at Cariboo Child Care are qualified Early Childhood Educators, holding Early Childhood Education Certificates. All staff have undergone a criminal record check and hold a valid First Aid Certification.

Cost

The child care office will provide you with our current fee schedule. Daycare subsidies are accepted.

Our fees include two nutritious snacks each day for all programs. Our cook serves a hot lunch to all children at the main centre (8 weeks to 5 years).

Children in our Kindergarten and School Aged program bring their own lunches.

Hours of Operation

The child care office will provide you with our current hours of operation for each program.

To Enroll

Visit the daycare office at the main center and complete a waitlist application form or contact the office at 828-5160. Earliest possible placement on the waiting list is recommended.

Licensing

We meet and/or exceed licensing requirements including staffing levels, equipment and play space. The center has clearly defined policies relevant to health, guidance, transportation and safety. All policies and procedures are based on the best interest of the child and family.

We offer the following programs:

Infants:	8 weeks to 18 months
Toddlers:	18 to 36 months
3 – 5's:	3 to 5 year olds
School Aged:	Kindergarten to 12 years of age
Pre-School Program:	3 and 4 year olds
Summer Fun Program:	Children 5-12, weekly or monthly July and August

Cultural Facilities at UCC

UCC has a Theatre for the presentation of performances and an Art Gallery as well as a number of informal spaces for the exhibition of artworks. These spaces are used for exhibitions and performances of works by UCC students and faculty as well as providing venues for artists, performers, authors, etc., who come to campus in conjunction with such programs as "Cultural Events" the "Visiting Artist Program," and the UCC Chorus. Such activities as these are vital to the promotion of cultural activities in Kamloops and at UCC.

Located in the Clocktower building, the **Alumni Theatre** is used by students of the "Actors Workshop" for the production of plays associated with UCC's Theatre Program. The Theatre is also used for a range of performances and readings that take place as "Cultural Events" at UCC.

Located in the Old Main building, the **UCC Fine Arts Gallery** is used for regular exhibitions of artwork by UCC Fine Arts students and faculty, as well as for exhibitions originating from other programs at UCC. The Gallery is also used for presentations by artists who come from across Canada as part of the Canada Council funded "Visiting Artist" program. Other venues on campus that are regularly used for the exhibition of student art work include the "ARC Gallery" in the Campus Activity Centre, the "Health Services" office in Old Main, the "UCC Dining Room" in the Food Training Building, and the third floor foyer of the Clocktower, as well as an outdoor sculpture Garden adjacent to Fine Arts.

Food Services

Food Service operations are located in two locations on campus. The Professional Cook Training Program operates Milton's Cafeteria and the UCC Dining Room in the cafeteria building in the centre of campus, and the Campus Activity Centre operates the Terrace Cafeteria, Heroes Pub, Hot Shotz and catering services. Please call (250) 828-5005 with inquiries about catering services.

Hours of operation are:

Professional Cook Training Program	
Milton's Cafeteria	**Dining Room**
September to May	September to May
7:30 a.m. - 1:00 p.m.,	6:00 p.m. - 7:30 p.m.
Monday to Friday	Tuesday to Friday

The Dining Room is open to the public with service available by advance reservations only. With a capacity for 35 guests, there is one seating **only** each evening. For Dining Room reservations please call (250) 828-5354 after 3:30 p.m. weekdays (Tuesday - Friday).

Campus Activity Centre	
Terrace Cafeteria – 2nd floor of the CAC – Full menu, salad bar	
Monday to Thursday	8:00 a.m. – 3:00 p.m.
Friday	8:00 a.m. – 2:00 p.m.
Heroes Pub – Licenced – Pub food until 7:00 pm	
Monday to Friday	11:00 a.m. - 9:00 p.m.
Entertainment nights open until	1:00 a.m.
Hot Shotz – Featuring Starbucks coffee and snacks	
Monday to Friday	7:30 a.m. - 5:00 p.m.

Old Main Building	
Old Main Cafe – 2nd Floor – Serving hot and cold food to go	
Monday to Friday	7:30 a.m. – 3:00 p.m.
Roasters on Student Street – Deli and Cibbatta Sandwiches, etc.	
Monday to Thursday	7:30 a.m. – 8:00 p.m.
Friday	7:30 a.m. – 3:00 p.m.

Trades and Technology Building	
Trades Cafe – 2nd Floor – Sandwiches, wraps and beverages	
Monday to Friday	7:30 a.m. – 1:30 p.m.

Coffee, tea, juice, soft drinks, muffins, pastries, snacks, cold and hot sandwiches, salads, desserts, soups, pizza, grill items, hot entrees and daily specials are available in the Campus Activity Centre and Milton's Cafeteria.

Freedom of Information and Protection of Privacy

The University College of the Cariboo gathers and maintains information used for the purpose of admission, registration and other activities related to being a member of the UCC community and attending a public post-secondary institution in British Columbia. In signing an application for admission, all applicants are advised that both the information they provide and any other information placed into the student record will be protected and used in compliance with the Freedom of Information and Protection of Privacy Act.

Lockers

At UCC, a limited number of lockers are available for a small charge per semester. Lockers are assessed a $3.00 charge. If you wish to have a locker, first locate your locker and place a lock on it. Then immediately come and register your locker at the Student Society. Space is limited so we encourage you to share with another student. All lockers must be re-registered during September, January and May for a further four-month period. Unregistered lockers have their contents removed and stored at the Student Society for a four-month period, after which the contents are disposed of. Students vacating their lockers mid-term are asked to notify the Society that their lockers are available. For lockers in the Gymnasium locker rooms, please refer to locker and towel services described under recreation facilities.

There are some lockers reserved for challenged students. Contact the Transition Planner for Students with Disabilities.

Lost And Found

Students may address enquiries about lost and found items to the Enquiries/Student Services Receptionist or the Evening Receptionist, who are located in OM1651.

Parking

All parking at UCC is in designated parking lots or specially marked spaces, of one of the following types:

- Staff Parking Lot—Annual Staff Pass and Daily/Long Term Permit required
- Student Parking Lot—Daily or Long Term Permit required
- Special Spaces:
    - Reserved—Permit required
    - Handicapped—Handicap Parking Permit required
    - Service Vehicle—Service Vehicle Permit required
    - Motorcycle—Free in designated areas
    - Bicycle—Free in racks outside most buildings
    - Short Term Visitors—Metered Parking

Any vehicle brought on to Campus must be parked either in a Parking Lot or in a Special Space (providing the vehicle has the correct permit). Vehicles may not be parked in:

- UCC roadways
- entrances to and from parking lots
- any area not clearly marked as a parking lot
- in such a way as to block other vehicles
- in such a way as to impede travel
- in emergency or fire lanes

Vehicles improperly parked will be subject to a Parking Violation Notice or tow without warning at the owner's expense.

Student Parking

Every student vehicle must be parked in one of the Pay Parking Lots. A valid Daily or Long Term pay parking permit must be displayed.

Daily Permit

Pay Parking Lot users must display a valid permit, indicating that they have paid the fee ($1.00) for the current day, at any time between 8:00 a.m. and 5:00 p.m., Monday to Friday inclusive. At other hours, and on Saturdays, Sundays, Statutory Holidays, and any other days when UCC is officially closed, there is no charge for using the Pay Parking Lots.

Long Term Permits

Long term permits may be purchased at the Campus Activity Centre Bookstore. Monthly ($20.00) or Semester ($60.00) pay parking permits are available for pre-paid parking. Note that such passes do not guarantee a parking space, and no refunds are given for days not used.

Motorcycle/Bicycle Parking

Motorcycles may park for free in the designated motorcycle parking areas only. Any motorcycles occupying regular pay parking spaces must display a valid daily or long term pay parking permit.

Bicycles may park for free in any bicycle racks located outside most buildings. Any bicycle found secured in locations other than these racks will be impounded. Bicycles may not be brought into buildings.

Special Spaces

Permits to allow vehicles to park in one of the Special Spaces must be obtained from the Parking Office. Such permits are issued only upon production of appropriate documentation. Please consult the Parking Office staff for details.

Parking Violations

Any vehicles in violation of UCC parking regulations will receive a Parking Violation Notice and Fine of $10.00 and/or towing away without warning, at owner's risk and expense.

Where a fine remains unpaid, all further violations shall result in the vehicle being towed at owner's expense.

Speed Limit

There is a maximum speed limit of 30 kilometers/hour on Campus.

Appeals

A Parking Appeal Committee, with staff and student representation, will hear any appeals against Parking Violation Notices. Information about how to initiate an appeal is available at the Parking Office.

Parking Office

The Parking Office is located at the Facilities/Stores Building. Telephone: (250) 828-5368.

Print Shop

The Print Shop is located at the south end of the old main building in Room 1206. Our services include self service copying, full color copying, black and white as well as full color transparencies/overheads, scanning to disk, printing from disk, printing from e-mailed files, document binding and laminating.

The Print Shop hours are 8:00 a.m. to 4:00 p.m. Monday through Friday throughout the year.

Phone: (250) 828-5350
E-mail: digipath@cariboo.bc.ca

Check out our website at: www.cariboo.bc.ca/printshop.

Recreation Facilities

Recreation Facilities at UCC include an all weather track, sports fields, gymnasium, weightroom, one squash and racquetball court, and several jogging trails. The City of Kamloops offers students special rates to access the Canada Games Pool located on campus.

Throughout the year, UCC Recreation offers a number of programs and activities (ex: fitness classes, intramural sports) that help achieve ones overall health and fitness goals.

Equipment Sign Out

During gymnasium hours, equipment can either be rented or borrowed with a valid student ID.

Locker and Towel Service

Locker service is available for $25.00 per year. This service includes a locker, lock, and towel rental. Lockers must be registered with the gym attendant. Towels can be rented for $.50.

For more information, or to book the squash and/or racquetball courts call 828-5270.

Security

Campus security services are provided by Concord Security Corporation on a 24-hour basis, every day of the year. The Security office is located on the first floor of the Old Main

building in Room OM1104. Security staff are trained in first aid and provide coverage 24 hours per day.

On-duty security staff can be contacted during regular UCC operating hours by calling Campus Reception at (250) 828-5000 (Local 5000), (250) 828-5033 (Local 5033) or (250) 371-7957 after hours.

In case of emergency, 24-hours per day, assistance can be reached by calling Local 1111 from an internal phone.

Building Access

Authorized after-hour access to secured buildings/rooms can be obtained by contacting the Campus Security office at (250) 828-5033 (Local 5033) or Campus Reception at (250) 828-5000 (Local 5000) during regular UCC operating hours, or by calling their cellular phone at (250) 371-7957 after regular hours.

Student Newspaper

Omega, the campus news magazine at UCC is organized by student volunteers and distributed free across campus. This news magazine is designed to inform, motivate, and stimulate the entire campus community. You are encouraged to become involved in this project.

Student Society

Each student registered in credit courses at the Kamloops campus of UCC is assessed a Student Society fee. Upon payment of these fees, a student becomes a General Member of the Cariboo Student Society. The Society is responsible for representing students on campus in an effort to ensure student success at UCC. As members, students are entitled to vote at Annual General Meetings and take full advantage of the benefits of the CSS office. Interested students can run for CSS board positions. Elections usually occur in late January or February.

UCC Alumni Association

After completing a degree, diploma or certificate program (or 30 credits in a university transfer program) at UCC, a graduate becomes a member of the UCC Alumni Association.

The Association, under the direction of a 16-member volunteer Board of Directors, is dedicated to fostering relationships between alumni and the university college for the advancement and mutual benefit of alumni, students, staff and the UCC community.

Many alumni volunteer their time and expertise in a variety of areas to help current students be successful. Volunteers with the Alumni Association donate their time to the Mentoring Program to help students make career decisions; they fundraise for the Association and for various projects at UCC; and they serve on Association and institutional boards and committees.

If you have benefitted from financial assistance, or received an alumni volunteer's help while attending UCC, consider giving back to help another student after you graduate.

Students interested in participating in the UCC Mentoring Program, or applying for an Alumni Association Project Grant, contact the Alumni Association office at (250) 828-5267, or visit the Association's web page at **www.uccalumni.ca**.

The UCC Foundation

The Foundation is a non-profit society created to raise and manage funds and receive gifts to both support the objectives of the University College of the Cariboo and to enhance the educational opportunities of its students. This is accomplished through the efforts of a volunteer Board of Directors, the Foundation staff and community supporters. Being a registered society under the statutes of the Province of British Columbia and governed by the regulations of Revenue Canada the Foundation can issue charitable donation receipts to all of its donors.

The purposes of the Foundation are:

a) To undertake activities which promote and benefit education at UCC.

b) To encourage community interest in post secondary education at UCC.

c) To obtain financial support for UCC programs and projects.

d) To provide funds for the financial support of UCC students.

e) To serve as the manager and trustee of funds invested with, or donated to the Foundation.

f) To coordinate all fund raising undertaken on behalf of the UCC.

In this past year the Foundation has raised more than $1,000,000 for student financial assistance and special projects. The current value of the Foundation's Endowment Funds exceed $3.5 million.

Benefits of Your Gifts

Your gift to the UCC Foundation is an investment in the future of higher education in the Interior of British Columbia—one of the most powerful tools available to combat illiteracy, to promote the economic renewal of the region and to enhance lifelong opportunities for all residents.

A gift to the College will ensure that excellence in education and service to communities in the Cariboo region will continue and flourish.

A gift to the UCC Foundation can:

- Provide scholarships and bursaries for needy and deserving students.
- Help provide facilities and services which complement those provided by Provincial funding.
- Provide teaching materials and equipment to maintain the standard of excellence in education.
- Support special programs and activities of the College.

How Can You Give?

Cash Donations of any size are always appreciated. Such gifts may be designated to provide scholarships or to fund special projects, or may be left for "unrestricted" use where the College most needs the support.

Endowment Funds created by larger cash gifts provide a living reminder of the donor's generosity. Interest from these funds can be designated for specific uses or its application left to the discretion of the Foundation Directors. Many of the private endowments currently managed by the Foundation have been established as memorials to family members and friends.

Planned Gifts come in many forms: life insurance policies in which the College is the beneficiary, bequests in wills and many types of income generating annuities.

Gifts-in-kind can cover a wide range of products, equipment or services. On behalf of the College the Foundation has

accepted gifts of computers, vehicles, heavy equipment, books and works of art.

To give to the UCC Foundation, please call or write:

UCC Foundation
PO Box 3010
Kamloops, BC
V2C 5N3
Telephone: (250) 828-5264
Email: foundation@cariboo.bc.ca

DEGREE PROGRAMS

Bachelor of Arts Degree Program

Dean of Arts
HENRY A. HUBERT, B.A., M.A., Ph.D.

B.A. Program Advisor
BARB PILLAR, B.A.

General Information

Admission Requirements:
Admission to the Bachelor of Arts degree requires BC Grade 12 or Adult Dogwood or Mature student status.

Mathematics 11 or higher is strongly recommended for students pursuing Education or a major in Sociology or Psychology.

Applicants who do not have 73% on combined English 12 and Government exam in the last five years will have to complete one of the following prerequisites to qualify for ENGL 110:

- Level 4, on the composition section of the Language Proficiency Index (within the last 2 years)
- or completion of English 060
- or completion of CESL 057 and CESL 058 with a grade of B- or better

To ensure a good selection of courses, it is recommended that applicants apply as soon as possible after the October 1st date.

Applicants should be aware of the timetabling and registration workshops that are available on-line (www.cariboo.bc.ca) for help in determining courses required. Applicants can also take advantage of the Step One and Group Advising sessions offered throughout the school year to help make the process of applying and determining program requirements easier to understand. Please contact Academic Advising at (250) 828-5075 for more information.

Students intending to transfer to UCC or from UCC to other institutions should check the BC Transfer Guide to ensure the courses taken will transfer.

Program Description
The UCC B.A. is a four-year degree program which students normally enter at the beginning of the first year. Entry is also possible at the second or third year levels. Students may choose from two types of UCC B.A. programs: the **General B.A.** (with a concentration or a Thematic Studies Option) and the **Major B.A.** (with or without a Minor).

The General B.A. program provides a broad liberal arts education by combining a concentration in at least one discipline or thematic area of study with requirements that ensure a broad selection of courses. The Major programs (currently available in Economics, English, Geography, History, Mathematics, Psychology, and Sociology) allow students to focus specifically on courses in one area of study. All students in the B.A. program are exposed to a second language and to the process of scientific and formal reasoning. Moreover, the UCC B.A. program emphasizes written communication skills. Each student must complete six credits of study in writing intensive courses at both the 100-200 level and at the 300-400 level. Each program of study, however, includes a number of possible degree options. Thus, students have a good deal of freedom to design a B.A. program that suits their own individual needs. If you have any questions or require further information, contact Barb Pillar, B.A. Program Advisor (250-371-5566) or Henry Hubert, Dean of Arts (250-828-5236).

Program Advising
Students in the first and second years of the B.A. program should choose their 100-200 level courses in consultation with Academic Advisors in order to meet the basic requirements and the specific course requirements of 300-400 level courses. After completing their first 30 credits, but before completing their first 60 credits, students will be required to consult with a B.A. Program Advisor and declare a degree option. The B.A. Advisor will assist each student in selecting 300-400 level courses to meet graduation requirements and any specific requirements for the various degree options. Students wishing to complete a Major program must consult a Major Program Advisor in the discipline selected prior to seeing the B.A. Advisor. The Major Advisor will assist each student in selecting courses that satisfy the Major program requirements. The B.A. Advisor will then ensure that all additional B.A. degree requirements are met. For appointments call:

B.A. Program Advisor	(250) 828-5202	History Advisor	(250) 828-5116
Economics Advisor	(250) 371-5564	Mathematics Advisor	(250) 828-5371
English Advisor	(250) 371-5580	Psychology Advisor	(250) 371-5521
Geography Advisor	(250) 828-5116	Sociology Advisor	(250) 828-5116

Basic Requirements (Applicable to all B.A. Degree Options)
To graduate with a UCC B.A., students must meet all of the following requirements:

1. **Course Credit Requirements**. Successful completion of 120 credits. No more than 42 credits may come from courses numbered below 200. A minimum of 48 credits must come from 300-400 level courses. Students may transfer up to 72 approved credits from other post-secondary institutions, but at least 36 credits in 300-400 level courses must be completed at UCC. Students registered in their second 30 credits (credits 31 to 60) may take up to 6 credits in 300-400 level courses for which they have the prerequisites. A maximum of 12 credits may be taken in courses outside the Arts and Sciences. (No approval is needed for UCC courses that carry academic credit at this institution. UCC courses taught for Physical Education, Career and Vocational programs are evaluated

on a course-by-course basis. Other outside credits must be approved by the B.A. Advisor and/or the Dean of Arts.)

2. **GPA Requirement**. A minimum cumulative GPA of 2.0 is required for graduation.

3. **First-Year English Requirement**. A minimum of six first-year English credits.

4. **Scientific and Formal Reasoning Requirement**. A minimum of nine academic course credits in any combination of courses in:

Science	ASTR, BIOL, CHEM, FRST, GEOL, NRSC, PHYS
Physical Geography	GEOG 112, 122
Mathematics	MATH
Computing Science	COMP
Statistics*	STAT or any one of BUEC 232, PSYC 210, SOCI 371
Formal Logic	PHIL 222

*Note: Credit will normally be given for only one of the following introductory statistics courses: BIOL 300, BUEC 232, MATH 120, PSYC 210, SOCI 371.

5. **Breadth Requirement**. A minimum of one 100-200 level course in at least four separate Arts disciplines. Arts disciplines include: Anthropology, Canadian Studies, Economics, English, Fine Arts, French, Geography, German, History, Japanese, Philosophy, Political Studies, Psychology, Sociology, Spanish, Speech and Theatre.

   Courses used for the purposes of fulfilling this requirement may also be used to fulfill the Distribution Requirement, Second Language Requirement, or 100-200 Level Writing Intensive Requirement. However, courses used to fulfill this requirement must be exclusive of any course used to fulfill the First-Year English Requirements and the Scientific and Formal Reasoning Requirement.

6. **Distribution Requirement**. A minimum of one 100-200 level course in at least two of the following categories:

Humanities	History, Modern Languages, English Literature, Philosophy
Social Sciences	Anthropology, Economics, Geography, Political Studies, Psychology, Sociology
Creative and Performing Arts	Fine Arts, Theatre, Music, Creative Writing

   Courses used for the purposes of fulfilling this requirement may also be used to fulfill the Breadth Requirement, Second Language Requirement, or 100-200 level Writing Intensive Requirement. However, courses used for the purposes of fulfilling this requirement must be exclusive of any course used to fulfill the First-Year English Requirement and the Scientific and Formal Reasoning Requirement. Furthermore, students may not use two courses in the same discipline (e.g., an English Literature class and a Creative Writing class) to fulfill the Distribution Requirement.

7. **Second Language Requirement**. A second language to grade 12 or six credits in a post-secondary second language courses.

   Courses used to fulfill this requirement may also be used to fulfill the Breadth Requirement or Distribution Requirement.

8. **100-200 Level Writing Intensive Requirement**. A minimum of six credits in 100-200 level courses selected from a list of designated courses that are writing intensive. Courses used for the purposes of fulfilling this requirement may also be used to fulfill the Breadth Requirement or Distribution Requirement. However, course fulfilling this requirement must be exclusive of any course used to fulfill the First-Year English Requirement.

100-200 Level Writing Intensive Courses (2000-2001) (Please check with Academic Advisors for any additions)	
ANTH	215, 260
CNST	242
ECON	243, 260, 295
ENGL	201, 204, 209, 210, 211, 214, 215, 216, 217, 218, 219, 220, 221, 224, 225, 226, 227, 229, 230, 240, 241
FINA	111, 121, 150, 202, 204, 211, 215, 221
GEOG	222
HIST	103, 112, 122, 202, 217, 218, 225, 227, 228, 270
PHIL	121, 201, 221, 224, 229, 239
POLI	225
SOCI	216, 223, 250, 259
THTR	211, 221

9. **300-400 Level Writing Intensive Requirement**. Minimum of six credits in 300-400 level courses selected from a list of designated courses that are writing intensive.

300-400 Level Writing Intensive Courses (2000-2001) (Please check with Academic Advisors for any additions)	
ANTH	300, 312, 327, 400, 401, 403, 415, 420, 433, 460
BUEC	333, 433
ECON	310, 350, 355, 360, 365, 367, 370, 371, 374
ENGL	306, 307, 308, 309, 310, 311, 314, 315, 316, 319, 330, 332, 335, 355, 365, 366, 370, 371, 375, 380, 381, 382, 384, 390, 391, 394, 400, 404, 414, 415, 420, 426, 430, 434, 435, 436, 445, 446, 460, 461
GEOG	320, 321, 327, 328, 350, 423, 450
HIST	304, 329, 351, 401, 404, 420, 425, 447, 460, 470, 495, 499
PHIL	314, 315, 316, 321, 330, 339, 349, 375, 419, 433, 439
POLI	301, 305, 346, 360, 362, 402
SOCI	350, 361, 368, 380, 382, 413, 462, 464, 470
THTR	311, 312, 321, 322, 326, 327, 360, 400, 430, 460

Continuation Requirements

The UCC B.A. is a four-year degree program. Once a student is admitted to the program, he or she will continue in the program without having to re-apply for entry into Year Three. However, continuation from Year Two into Year Three is contingent upon meeting the following requirements:

1. **First-Year English Requirement**. Advancement to Year Three of the UCC B.A. Program requires satisfactory completion of the First-Year English requirement. Students who do not meet the six credit first-year English requirement before completing 60 credits of Arts-eligible credits, taken either at UCC or another post-secondary institution, will not be permitted to register in courses other than First-Year English until that requirement is satisfied.
2. **G.P.A. Requirement**. Advancement to Year Three of UCC B.A. Program requires a minimum cumulative G.P.A. of 2.0. (In exceptional circumstances students with a cumulative G.P.A. of less than 2.0 but no lower than 1.95 will be conditionally registered in Year Three with the approval of the Dean of Arts.)

The General B.A. Program

Summary

The table below, "Summary of Requirements - General B.A. Program," summarizes the minimum credits required for the three options under the General Bachelor of Arts Program. As some situations involve more than the minimum credits, students should read carefully the program descriptions that follow.

Summary of Requirements - General B.A. Program

	Single Concentration	Thematic Option	Double Concentration
Total Credits	120	120	120
of which courses 300+	48	48	48
Total within specialty (ies)	30	45	30 + 30
of which courses 300+	18	30	18 + 18
Total outside speciality(ies)	84	75	60
of which courses 300+	12	n/a	12 or 0*

* If second concentration is in a category outside of first concentration.

There are three options under the General B.A. Program:

General B.A. with a Single Concentration

A minimum of 30 credits and a maximum of 36 credits in one Arts discipline, including a minimum of 18 and a maximum of 24 credits in 300-400 level courses. Arts disciplines are grouped into the following categories:

Humanities:	History, Modern Languages, English, Philosophy
Social Science:	Anthropology, Economics, Geography, Political Studies, Psychology, Sociology
Creative & Performing Arts	Fine Arts, Theatre

Students must take a minimum of 12 credits in 300-400 level courses in a category (or categories) other than the student's area of concentration. While a student's area of concentration must be in an Arts discipline, any or all of the 300-400 level courses outside of the category of concentration may be in categories outside of Arts. Categories outside of Arts include:

Science:	Biology, Chemistry, Geology, Natural Resource Sciences, Physics
Business, Computing & Mathematics:	Business Administration, Business Economics, Business Studies, Computing Science, Mathematics, Statistics

General B.A. with a Thematic Studies Option

Students must complete the core course requirement in the area of the Thematic Study, plus a minimum of 42 credits from a list of designated content courses for the Thematic Study. At least 30 of these credits must be in 300-400 level courses. At present, Canadian Studies is the only available Thematic Studies Option. Canadian Studies eligible courses are annotated in the Course Descriptions with a $_W$.

Requirements

All requirements of the General B.A. program apply. In addition to the B.A. Admission Requirements, first- and second-year students must successfully complete the following:

1. Canadian Studies 200 (3 credits). See calendar description.
2. A minimum of 12 credits from the approved list of first- and second-year Canadian Content courses below.

Once admitted to the B.A. program, students completing a Thematic Option in Canadian Studies must also fulfill the following requirements:

3. Of the 18 credits is the General B.A. disciplinary Area of Concentration, at least 6 credits must be from the approved third- and fourth-year Canadian Content course list below.
4. Of the 12 credits in the General B.A. Category B, at least 6 credits must be from the approved third- and fourth-year Canadian Content course list below.
5. Of the 48-60 credits of third- and fourth-year courses taken in total, at least 30 credits must be from the approved third and fourth year Canadian Content course list below.

Please note that first- and second-year Canadian content courses do not necessarily fulfill prerequisite requirements for courses in the third- and fourth-year Canadian content course list. For all prerequisite information, consult the calendar.

First and Second Year Canadian Content Courses		Credits
ANTH 214	Canadian Native Peoples	3
ANTH 219	Ancient North Americans	3
ANTH 223	Indians of British Columbia	3
CNST 242	Canadian Literature on Film	3
ECON 223	Canadian Economic History	3
ECON 243	Global and Canadian Economic Issues	3

First and Second Year Canadian Content Courses		Credits
ECON 260	The Economy of British Columbia	3
ENGL 204	Studies in Canadian Drama	3
ENGL 217	Survey of Canadian Literature: Beginnings to 1950s	3
ENGL 227	Survey of Canadian Literature: From the 1950s to the Present	3
ENGL 241	Canadian Native Literature	3
FINA 215	A Survey of the History of Canadian Painting	3
FREN 111	Modern French Language and Literature I	3
FREN 121	Modern French Language and Literature II	3
GEOG 222	The Regional Geography of Canada	3
GEOG 223	The Regional Geography of British Columbia and Yukon	3
HIST 112	An Introduction to Canadian History	3
HIST 122	History of Canada, 1867 to the Present	3
HIST 202	Native History of Canada	3
HIST 270	The History of Women in Canadian Society	3
POLI 111	The Government and Politics of Canada	3
POLI 223	Canadian Government II: Public Administration and Public Policy	3
POLI 225	Law and Politics	3
SOCI 201	Race and Ethnic Relations	3
SOCI 210	Canadian Social Structure	3
SOCI 213	Women in Comparative Perspective	3
SOCI 250	Crime and Society	3

Third and Fourth Year Canadian Content Courses		Credits
Social Sciences		
ANTH 306	Summer Field Training in Archaeology	6
ANTH 327	First Nations Natural Resource Management	3
ANTH 401	Native Peoples of North America	3 or 6
ANTH 404	Peoples and Cultures of the North American Arctic	3
ANTH 405	Canadian Status/Treaty Indian Reserve Communities	3
ANTH 411	Prehistory of a Special Area in the New World	3 or 6
ANTH 420	Archaeology of British Columbia	3
ECON 310	Canadian Financial Markets	3
ECON 336	Economic History of Canada	6
ECON 350	Public Finance: Policy Topics	3

First and Second Year Canadian Content Courses		Credits
ECON 360	Labour Economics	3
ECON 365	Industrial Organization	3
ECON 371	Economics of the Environment	3
ECON 374	Land Use	3
ECON 384	Economic Analysis of Health Services	3
GEOG 327	Historical Geography of Canada I, Canada Before 1850	3
GEOG 328	Historical Geography of Canada II, Canada After 1850	3
GEOG 350	Introduction to Urban Geography	3
GEOG 363	The Geography of Resource Industries	3
HIST 302	History of the Native Peoples of Canada	6
HIST 329	The Social Development of Canada	6
HIST 351	The History of Childhood and Education	3
HIST 425	Topics in Canadian History	3
HIST 470	Population and Family in the Past	3
POLI 301	Canadian Political Parties	3
POLI 303	Federalism in Canada	3
POLI 305	Canadian Political Ideas	3
POLI 401	Canadian Provincial and Regional Politics	3
POLI 402	Politics of the Canadian Constitutions	3
POLI 405	Topics in Canadian Politics	3
SOCI 310	Canadian Society	6
SOCI 360	Sociology and Natural Resources	3
SOCI 361	Social Inequality	6
SOCI 470	Sociology of Crime and Justice	3
SOCI 484	Sociology of Health and Illness	3 or 6
Humanities		
ENGL 415	Studies in Women's Literature	3
ENGL 420	Canadian Literature	6
ENGL 425	Contemporary Canadian Poetry	3
ENGL 426	Studies in Canadian Literature	3
FREN 335	French Canadian Civilization	6
FREN 416	French-Canadian Literature	3 or 6
HIST 303	History of the Canadian West	6
HIST 307	French North America to 1803	6

First and Second Year Canadian Content Courses		Credits
HIST 401	French Canada from the End of the 18th Century to the Present	6
HIST 404	British Columbia	6
HIST 425	Topics in Canadian History	3
HIST 426	Twentieth Century Canada	6
HIST 499	The Working Class and the Left in Canadian History	3
Creative and Performing Arts		
FINA 390	Photography and Literature: A Canadian Perspective	6
THTR 326	History of Canadian Theatre to 1950	3
THTR 327	History of Canadian Theatre After 1950	3
A Suggestion: Students concentrating in Canadian Studies might wish to select from the following to fulfill requirements for credits outside of Arts disciplines. All are Canadian-content focused.		
JOUR 201	Studies in Journalism: Images of Journalism in Film	3
JOUR 305	Introduction to Media and Journalism in Canada	3
JOUR 315	Media Issues 2: Scientific and Environmental Media Issues	3
JOUR 340	National and International Media	3
JOUR 360	Media Issues I: Politics, Economics, and Geography Media Issues	3
JOUR 411	Issues in Journalism : A Case Studies Approach	3
JOUR 420	Specialized Reporting	3
JOUR 457	Media and Communication Theory	3

General B.A. with a Double Concentration

Students in the General B.A. may take two concentrations. In such a case, students must take a minimum of 30 and a maximum of 36 credits in each of their two disciplines of concentration, including a minimum of 18 and a maximum of 24 credits in 300-400 level courses in each of the two disciplines. A student must still take a minimum of 12 credits in 300-400 level courses in a category (or in categories) other than the student's area of concentration. If the second concentration is in a category outside of the first concentration, however, this requirement will be met automatically.

Major Program

Summary

The table below, "Summary of Requirements - Major B.A. Program," summarizes the minimum credits required for the three options under the Major Program, Bachelor of Arts. As most Major programs require more than the minimum credits, students should read carefully the individual program descriptions which follow.

Summary of Requirements - Major B.A. Program	Single Major	Major Minor +	Double Major
Total Credits	120	120	120
Of which courses 300+	48	48	66
Total within specialty (ies)	42	42 + 30	42 + 42
Of which courses 300+	30	30 + 18	30 + 30
Courses 300+ outside Major disciplines	6	6	6
Total outside speciality (ies)	72	48	36

The Major Program

Major programs require a minimum of 42 and a maximum of 60 credits in one discipline, including a minimum of 30 and a maximum of 42 credits at the 300-400 level. At least six credits must be taken in 300-400 level courses in disciplines which do not offer Major programs. Currently these disciplines include: Anthropology, Fine Arts, French, Philosophy, Political Studies, and Theatre.

Major programs are currently available at UCC in Economics, English, Geography, History, Mathematics, Psychology, and Sociology. Each discipline has its own specific requirements for its Major program. Students should read carefully the individual program descriptions which follow.

Major Program in Economics

Admission Requirements

Students are expected to enter the Major program in the third year of their studies, although fourth year applicants will also be considered. According to the rules of the UCC BA program, students can declare their Major as early as the second year of their studies. Regardless of the chosen time of entrance into the program, all candidates must meet with the Economics Major's Advisor to check their qualifications and design the best suited path for completing the Economics and BA degree requirements. Given the complexity of the various requirements, it is highly advisable that students consult the Economics Major's Advisor as soon as they decide to enter into the program.

The minimum admission requirements into the Economics Major are admission to the BA program, and completion of ECON 190 and ECON 195 and one of the following courses: MATH 140; or MATH 114; or equivalent.

Requirements

The Major in Economics program requires the completion of at least:

45 credits in Economics
6 credits in Mathematics
3 credits from disciplines within the Arts Division

From the 45 credits in Economics, a minimum of 30 credits must be at the upper level (300 and 400 level) of which no less than 6 credits must be at the 400 level.

The program consists of required and elective courses. There is also a number of suggested courses.

Required Economics courses

ECON 190	Introductory Microeconomics
ECON 195	Introductory Macroeconomics
ECON 290	Intermediate Microeconomics I
ECON 295	Intermediate Macroeconomics I
BUEC 232	Economic and Business Statistics I
BUEC 333	Economic and Business Statistics II
ECON 390 Or ECON 395	Intermediate Microeconomics II Intermediate Macroeconomics II

Required Mathematics courses: Choose one of the following two sets

MATH 140 MATH 141 Or MATH 114 MATH 124 Or equivalent	Calculus for Commerce and Social Sciences 1 and Calculus for Commerce and Social Sciences 2 Calculus 1 and Calculus 2

Supplementary Arts Requirement: Choose one of the following courses

ANTH 121	Introduction to Cultural Anthropology
ANTH 224	Symbolic Analysis
ENGL 229	Business, Technical and Professional Communication
GEOG 120	Introduction to Human Geography: Themes in Geographical Change
GEOG 211	Economic Geography
HIST 122	History of Canada
PHIL 111	Critical Thinking
PHIL 201	Introduction to Ethics
PHIL 221	Contemporary Moral Issues
POLI 111	The Government and Politics of Canada
POLI 121	Contemporary Ideologies
Any second year POLI course	
PSYC 111	Introduction to Psychology
SOCI 111	Introduction to Sociology
SPEE 150	Speech Communication
SPEE 160	Speech Communication
SPEE 250	Business Presentations

Elective courses

Students can choose any of the Economics courses (ECON and BUEC) to fulfill the requirement of 45 credits of Economics.

Suggested courses

The following courses are recommended as elective courses to supplement the Economics Major recommended Arts electives.

ANTH 215	Studies in Ethnography
ANTH 219	Ancient North Americans
ANTH 260	Minorities in the Modern World
GEOG 210	Human Interaction with the Natural Environment
GEOG 310	Environment and Resources
GEOG 361	Introduction to Economic Geography
HIST 227	Major Issues in American History
HIST 329	The Social Development of Canada
PHIL 330	Moral and Political Philosophy II
PHIL 222	Elementary Formal Logic
POLI 344	Social and Political Thought
POLI 303	Federalism in Canada
PSYC 222	Introduction to Social Psychology
SOCI 360	Sociology and Natural Resources
SOCI 361	Social Inequality

Major Program in English

The Department of English and Modern Languages offers three options within the English major: a Traditional Survey Option, a Contemporary Literature Option, and a Rhetoric and Professional Writing Option. The Traditional Survey Option follows the traditional route leading to comprehensive, historical coverage generally demanded of students going on to further study in English literature. The Contemporary Literature Option emphasizes the breadth of recent English literature, offering students a contemporary complement to thought in business, in the sciences and in the social sciences. The Rhetoric and Professional Writing Option is designed to enhance students' ability to read, interpret, and produce texts of all kinds within their cultural contexts.

Traditional Survey Option: Program Requirements

Required for Graduation:

At least six credits in Canadian Literature after the first year.

First Year:

Required: Six Credits: Two of English 110, 111, 121.

Recommended: Second Language:

a. Entry-level second language, if not already present;
b. If entry-level exists, continuation to university first-year level.

Required in Second Year:

Six credits: English 211, 221

Recommended in Second Year:

a. Second Language: Continuation of second language based on level of first-year studies.
b. English 214/224

Required in Third and Fourth Years:

Thirty 300/400-level English credits required, as follows:

a. At least three credits in each of three centuries prior to 1900.
b. At least three credits in each of three areas after 1900.

Recommended:

a. Second language to second-year university level;
b. Program Focus as follows:

At least nine credits in an area of specialization as defined in course outlines; one full course and two supplementary courses chosen in conjunction with faculty advisors.

- National Literatures/ Postcolonial Literature
- Gender Studies
- Critical Theory
- Rhetoric and Composition
- Literature and the other Arts
- Literary Genre

- Literary Period
- Literary Themes/Special Topics

Notes:

- The area of specialization may include courses needed for requirements a. and b.
- In years 3 and 4, students may take up to 42 credits in senior English courses.
- For credit toward the English Major, students may take for credit any one of the following courses: Phil 375, Phil 425, FINA 390, THTR 310, THTR 320, THTR 325.

Sample Program: Historical Survey Option

First Year:

English 110, 111, or 121
French111, 121

Second Year:

English 211, 221
English 214, 224 or other 200-level courses
French 211, 221

Third Year:

English 330 (3) Practical Criticism
English 3XX (6) [16th Century]
English 4XX (3) [Twentieth Century - Gender Studies]
English 3XX (6) [Composition - especially for students continuing to Education]
French 212, 222

Fourth Year:

English 3XX (3) [Critical Theory]
English 3XX (6) [Eighteenth Century]
English 3XX (3) [Nineteenth Century]
English 4XX (3) [Canadian Literature - Gender Studies]
English 4XX (3) [Canadian Literature - Gender Studies]
English 3XX (6) [History of Language or Linguistics - especially for students continuing to Education]
French 352

Contemporary Literature Option: Program Requirements

Required for Graduation:

At least six credits in Canadian Literature after the first year

First Year:

Required: Six Credits: Two of English 110, 111, 121.

Recommended: Second Language:

Entry-level second language, if not already present;

If entry-level exists, continuation to university first-year level.

Recommended Electives:

Anthropology 121 (Cultural Anthropology)

Music 100 (Theory of Music)

Fine Arts 150 (Introduction to Visual Culture)

Fine Arts 111/121 (History of Art)

Political Studies 121 (Contemporary Ideologies)

Required in Second Year:

Second year survey in British, Canadian, or American literature

Recommended in Second Year:

Six credits in other 200-level English courses

Second Language: Continuation of second language based on level of first-year studies.

Recommended Electives:

English 209/210 (Creative Writing)

Anthropology 215 (Ethnography)

Anthropology 219 (Ancient North Americans)

Philosophy 224 (Cyberphilosophy)

Political Studies 222 (Political Philosophy)

Required in Third and Fourth Years:

Thirty Credits 300/400-level English credits required, as follows:

a. At least six credits in each of three national literatures (or Postcolonial Literature)
b. At least three credits in each of two centuries prior to 1900

Recommended:

a. Second language to second-year university level;
b. Program Focus as follows:
   At least nine credits in an area of specialization as defined in course outlines; one full course and two supplementary courses chosen in conjunction with faculty advisors.
   - National Literatures/ Postcolonial Literature
   - Gender Studies
   - Critical Theory
   - Rhetoric and Composition
   - Literature and the other Arts
   - Literary Genre
   - Literary Period
   - Literary Themes/Special Topics

Notes:

a. The area of specialization may include courses needed for requirements a. and b.
b. Students may take up to 42 credits in senior English courses.
c. For credit toward the English Major, students may take for credit any **one** of the following courses: Phil 375, Phil 425, FINA 390, THTR 310, THTR 320, THTR 325.

Recommended Electives:

Philosophy 339 (Philosophy of Art)

Philosophy 375 (Philosophy and Literature)

Philosophy 425/426 (Philosophy of Language)

Sample Program: Contemporary Literature Option

First Year:

English 110, 111, or 121

French 111, 121

Second Year:

English 211, 221

English 214, 224 or other 200-level courses

French 211, 221

Third Year:

English 330 (3) Practical Criticism

English 3XX (6) [16th Century]

English 3XX (3) [British Novel - Eighteenth Century]

English 3XX (6) [Composition - especially for students continuing to Education]

French 212, 222

Fourth Year:

English 3XX (3) [Critical Theory]

English 3XX (3) [American Novel - Nineteenth Century]

English 3XX (3) [British Novel - Twentieth Century]

English 4XX (6) [Canadian Literature - with focus on Novel]

English 4XX (3) [Postcolonial Literature - with focus on Novel]

English 3XX (6) [History of Language or Linguistics – especially for students continuing to Education]

French 352

Rhetoric and Professional Writing Program Requirements

First Year:

2 of English 110, 111, 121 or
a B or better in 6 credits of Business Communications English
Second Language
Recommended electives:

Anthropology 121 (Cultural Anthropology)

Music 100 (Theory of Music)

Fine Arts 150 (Introduction to Visual Culture)

Fine Arts 111/121 (History of Art)

Fine Arts 112 (Fundamentals of Design)

Political Studies 121 (Contemporary Ideologies)

Second Year:

Second-year survey in British, Canadian, or American Literature
English 229 or 230 or 301 or 302
Recommended electives:

2nd year language

English 209/210 (Creative Writing)

English 214/224 (Biblical & Classical backgrounds)

Anthropology 215 (Ethnography)

Anthropology 219 (Ancient North Americans)

Philosophy 224 (Cyberphilosophy)

Political Studies 222 (Political Philosophy)

Third and Fourth Years:

Thirty 300/400-level credits required as specified. As in the other two options, RPW students may take up to 42 credits in senior English courses. Courses taught by the departments of Anthropology, Journalism, Philosophy, and the Visual and Performing Arts, and are listed in Group I, II, or III, may be taken for either program credit or elective credit.

At least nine credits in one principal area of concentration (group I, II, or III)

At least six credits in a second area of concentration

At least three credits in literature before 1900

At least three credits in literature after 1900

Completion of capstone course in Career Preparation (to be taken in the final two years of study) Pass/Fail credit.*

Recommended electives:

Anthropology 400 (History of Anthropology)

Fine Arts 388 (Etching and Book Production)

Journ. 360 (Social Issues)

Philosophy 339 (Philosophy of Art)

*With permission of a Majors advisor, students considering further studies in English can elect to complete their capstone requirement by revising a paper completed during their course of studies. The paper will be revised under the direction of a selected faculty member, be read by three other faculty members, and be presented orally as part of the Annual Rhetoric & Professional Writing Undergraduate Conference.

RPW Courses:

Theory (Group I)

Rhetorical Theory and History:

History of Rhetoric (Engl. 306)

Studies in Rhetoric (Engl. 307)

Rhetorical Theory (Engl. 310)

Composition Theory (Engl. 311)

Critical Theory:

Practical Criticism (Engl. 330)

Critical Theory (Engl. 332)

Language Theory:

History of the English Language (Engl. 320)

Structure of Modern English (Engl. 329)

Philosophy of Language (Phil. 425)

Cultural Theory:

Theory in Archaeology (Anth. 305)

Writing (Group II)

Composition:

Personal Writing (Engl. 308)

Writing in the Disciplines (Engl. 309)

Scholarly Editing (Engl. 476)

Courses Cross-listed with Journalism:

Introduction to Media and Journalism (Jour.305)

Skills and Techniques of Journalism (Jour. 320)

Interarts & Cultural Studies (Group III)

Non-Fiction:

Prison Literature (Engl. 319)

Biography (Engl.315)

Literature and the Other Arts:

Studies in Literature and the Other Arts (Engl. 316)

Shakespeare and Film (Engl. 366)

Photography and Literature (FA 390)

Philosophy and Literature (Phil. 375)

History of Theatre (Theatre 310/320)

Canadian Theatre History (Theatre 325)

Studies in Women's Literature: Gender and Genre (Engl. 415)

Studies in Canadian Literature (Engl. 426)

Commonwealth/Postcolonial Literature (Engl. 445)

SAMPLE PROGRAM: RHETORIC AND PROFESSIONAL WRITING OPTION

First Year:

English 110, 111, or 121

French 111, 121

Recommended Electives

Second Year:

English 211, 221

English 229 and other 200-level courses

French 211, 221

Recommended Electives

Third Year:

English 306 (6) Rhetorical Theory

English 330 (3) Practical Criticism

English 3XX (3) [16th Century]

English 3XX (3) [20th Century]

English 3XX (3) [Composition]

English 3XX (3) [Non-Fiction]

English 3XX (3) [Literature and the Other Arts]

Electives (6) [From Electives List or from Courses listed in Groups I, II, or III]

Fourth Year:

English 3XX (3) [Rhetoric/Composition]

English 332 (3) Critical Theory

Theatre 430 (3) Studies in Performance Theory

English 366 (3) Shakespeare and Film

Theatre 310 (3) History of Theatre

English 4XX (3) [Contemporary Literature]

Jour. 3XX (3) [Skills and Techniques]

English 3XX (3) [Non-Fiction]

Career Prep (Pass/fail)

Electives (6) [From Electives List or from Courses listed in Groups I, II, or III]

Major Program in Geography

The Geography Major Program at UCC emphasizes work in human geography and specifically in areas of cultural/historical, environmental and urban geography. Course work in these areas will appeal to students interested in graduate work in human geography or careers in urban and rural planning, law, resource development and regulation, archives and museums, education, parks and government.

Requirements

Students must normally declare their Geography major before entering the third year of the B.A. Program. All candidates must meet with the Major Program Advisor in Geography to plan their course selection and to ensure that all B.A. degree requirements will be met.

First and Second Years

21 credits as follows:

Human Geography	GEOG 119 and 120	6 credits
Physical Geography	GEOG 112 and 122	6 credits
Techniques	GEOG 270	3 credits
Electives (any two of):	GEOG 210, 211, 212, 222, 223 and 275	6 credits

Third and Fourth Years

30 credits of Geography courses numbered 300 or 400 (of which at least 3 credits shall be at the 400 level), as follows:

At least 3 credits from each thematic area:	Cultural/Historical	GEOG 320, 327, 328
	Urban/Economic	GEOG 321, 350, 357, 361
	Environmental	GEOG 310, 363

Three credits from 400 level seminar courses

Geography Elective: 18 additional Geography credits numbers 300 or 400

Recommended Arts and Science Electives

The following courses are recommended as elective course to supplement the Geography Major requirements (note that the recommended Anthropology and Economics elective will meet the non-Major UCC B.A. requirements):

Cultural/Historical

ANTH 303	Ethnography of special Areas: Central and Eastern Europe	3/6 credits
ANTH 403	Ethnography of Special Areas-Field Course in East/Central Europe	6 credits
ANTH 420	Archaeology of British Columbia	3/6 credits
HIST 404	British Columbia	3 credits

Economic and Urban

ECON 374	Land Use	3 credits

Environmental

BIOL 416	Principles of Conservation Biology	3 credits
ECON 371	Economics of the Environment	3 credits
NRSC 315	Current Topics in Natural Resource Management	3 credits
PHIL 435	Environmental Ethics	3 credits

Major Program In History

The History Major should appeal to students whose ambitions include graduate work in the discipline, a career in law, journalism, education, or government.

It is important that students considering a History Major read carefully the following instructions.

Requirements

Students usually enter the History Major program in their third year, although fourth year applicants will be considered too. All candidates must meet with the Major Program Advisor in History to ensure that they qualify and so that an appropriate selection of courses can take place.

Before students can declare their Major they must have met the admission requirements for the B.A., as indicated above. As well, they must have successfully completed no fewer than

12 credits in History courses numbered 100 - 299, either at UCC or at other accredited institutions. Medieval Studies 200, offered at the University of British Columbia, will count toward this total.

Of the courses students take outside of History in preparation for the Major, it is recommended that foundation courses in the Social Sciences be included, as well as the appropriate historical surveys of:

a) literature in the various departments of language;

b) thought, as offered in various Philosophy and Politics courses; and

c) the arts in areas like Visual and Performing Arts.

Third and Fourth Years

1) Students must take exactly 30 credits in History courses numbered between 300 and 499.

2) It is acceptable to include, in place of upper division History courses, the following courses from other discipline areas.

One of: Geography 327 and 328, 427

Philosophy 419

3) Of the 30 credits, no more than 18 can be in any one of the following fields.

a) Canadian History
b) American History
c) British History
d) European History

4) Students are strongly encouraged to take HIST 490: Seminar for History Majors and HIST 495: Theory and Practice of History.

Major Program In Mathematics

First Year	Credits
MATH 114 and 124	6
ENGL 110 and 111 or 111 and 121	6
Language, if necessary	6
COMP 113 or 100	3
Electives [4]	12
Second Year	**Credits**
MATH 211	3
MATH 212 and 224*	3 – 6
MATH 220*	0 – 3
ENGL (200 level)	3
Electives [4]	9 – 15
* Either Math 220 or Math 224 can be delayed to the third year.	
Third and Fourth Year	**Credits**
MATH (300 or 400 level)	24
MATH, STAT or COMP (300 or 400 level)	6
Electives	30
Students must also meet the general requirements of the B.A. degree.	

Recommendations:

1. Students interested in pursuing statistics should take Math 302 in their second year.

2. Students interested in teaching are advised to take Math 308 and 312.

3. Students interested in Economics should consult an advisor in the Economics Department for appropriate combination of Math and Economics courses.

4. Students interested in pursuing Computing Science 300 or 400 level courses must complete COMP 113, 123, 213, and 223.

Major Program in Psychology

Students interested in graduate school or a career in psychology should consider the Psychology Major Program degree at UCC.

Read the following guidelines carefully. If you intend to major in psychology you must see both a B.A. Program Advisor and a Psychology Major Advisor. Your decision to major must be made before completing your first 60 credits but no sooner than after the completion of your first 30 credits. During this time you will be required to consult with a B.A. Program Advisor and declare your intention to major in psychology. The B.A. Advisor will assist you in selecting 300-400 level courses to meet graduation requirements and any specific requirements for the various degree options. Further, students wishing to complete the Psychology Major Program must also consult with a Psychology Major Advisor prior to seeing the B.A. Advisor. The Major Advisor will assist each student in selecting courses that will satisfy the Major program requirements. The B.A. Advisor will then ensure that all additional B.A. degree requirements are met.

First and Second Years

In your first and second years at UCC, you must meet the admission requirements for the B.A. degree, as outlined above. In addition, you must take the following Psychology courses:

Year One		
PSYC 111	Introduction to Psychology I	3 credits
PSYC 121	Introduction to Psychology II	3 credits
Year Two:		
PSYC 210	Analysis of Psychological Data	3 credits
PSYC 211	Introduction to Research Methods in Psychology	3 credits

Third and Fourth Years

You will need to take 30 (and no more than 42) Psychology course credits at the third and fourth year level.

Years Three & Four		
In third year, the following course is required of all students in the Major program.		
PSYC 319	Experimental Design and Quantitative Methods	6 credits
In addition, you must take 24 (and no more than 36) credits in Psychology, distributed as follows.		
At least six (6) credits from:		
PSYC 300	Behaviour Disorders	6
PSYC 302	Infancy	3
PSYC 303	Tests & Measurements I	3
PSYC 308	Social Psychology	6
PSYC 310	Clinical Psychology	6
PSYC 314	Health Psychology	3
PSYC 315	Childhood & Adolescence	3
PSYC 320	Theories of Personality 1	3
PSYC 321	Theories of Personality 2	3
PSYC 322	Adulthood and Aging	3
PSYC 336	Psychology of Language I	3
PSYC 337	Psychology of Language II	3
At least six credits from:		
PSYC 304	Brain & Behaviour	6
PSYC 306	Principles of Animal Behaviour	6
PSYC 307	Motivation	6
PSYC 309	Cognitive Processes	6
PSYC 313	Sensation & Perception	6
PSYC 333	Memory I	3
PSYC 334	Memory II	3
Remember that only a selection of third and fourth year courses listed in the Calendar will be offered in any given academic year. Some courses will be rotated to ensure that a sufficiently large selection of courses are available over a two year period to meet students' needs for their degree.		

Major Program in Sociology

Sociology graduates can expect to have access to a wide range of careers in business, teaching, research, government service, social agencies and a number of professional and semi-professional occupations.

First year		
SOCI 111	Introduction to Sociology 1	3 credits
SOCI 121	Introduction to Sociology 2	3 credits
Second year (one of):		
SOCI 201	Race and Ethnic Relations	3 credits
SOCI 210	Canadian Social Structure	3 credits
SOCI 213	Women in Comparative Perspective	3/6 credits
SOCI 216	The Family in Cross-Cultural Perspective	3 credits
SOCI 223	Collective Behaviour	3 credits
SOCI 226	Medical Sociology	3 credits
SOCI 250	Crime and Society	3 credits
SOCI 259	Deviance and Control	3 credits
SOCI 262	Sociology of the Environment	3 credits
Statistics Course		
MATH 120 preferred. Others are acceptable including PSYC 210, BUEC 232, BIOL 300 or any STATS course.		

Third and Fourth Years:		
SOCI 350	Theoretical and Methodological Problems in Sociology	6 credits
and one of:		
SOCI 380	Introduction to Social Survey Design and Analysis	3 credits
SOCI 382	Socio-Ethnographic Research Methods in Sociology	3 credits
plus at least 21 credits from 3rd and 4th year Sociology courses		

Minor Program (Only available in conjunction with a Major)

Major programs may be combined with a Minor in the following academic discipline: English, Fine Arts, Geoarchaeology, Geography, History, Math, Philosophy, Political Studies, Psychology, Sociology, Theatre Arts (though a Major without a Minor is also possible). For a Minor, a student must include in the 120 credits required for the degree at least 30 credits and no more than 42 credits in his or her Minor area. At least 18 of these credits must be at the 300-400 level. Unless otherwise specified, the credit requirements mentioned above are all that is necessary to complete a Minor in any discipline in conjunction with a Major. However, some disciplines have their own specific requirements for a Minor in their area. Please consult the B.A. Advisor if you intend to complete a Minor. Listed below are the special requirements for individual Minor programs in Arts disciplines at UCC.

Minor in Archaeology and Geology (interdisciplinary): 3 credits in first or second year Archaeology (ANTH 111 or ANTH 119 or ANTH 219); 9 credits in third and fourth year Archaeology (ANTH 305, ANTH 306, ANTH 411, ANTH 420, ANTH 433); and GEOL 111 or GEOL 112; and GEOL 205 or BIOL 121; and GEOL 229; and 9 credits in third or fourth year Geology (GEOL 301, GEOL 319, GEOL 425, GEOL 448).

Minor in English: 6 credits in first year English; 6 credits from English 204, 211, 214, 215, 216, 217, 218, 219, 220, 221, 224, 225, 226, 227, 240; 18 credits from 300 and 400 level courses selected as follows: 6 credits from 355, 365, 366, 370s; 6 credits from 380s, 390s; and 6 credits from 307, 308, 309, 310, 311, 314, 315, 316, 318, 319, 320, 329, 330, 332, 335, 400, 404, 413, 414, 415, 421, 422, 425, 426, 434, 435, 436, 437, 445, 446, 451, 460, 461, 476.

Minor in Fine Arts: A minimum of 36 credits in Fine Arts, including FINA 111/121 and FINA 112/122. A minimum of 18 credits at the 300-400 level in Fine Arts courses.

Minor in Geography: 6 credits from Geography 119, 120, 210, 222; 6 credits from Geography 112, 122; 3 credits from Geography 390a, 390b; 6 credits from Geography 310, 321, 327, 328, 350, 357, 361, 363 (it is recommended that these courses be chosen from more than one of the 31x, 32x, 35x, and 36x categories); 9 additional credits from Geography courses numbered 300 and above.

Minor in History: 12 credits of 100 and 200 level History, and an additional 18 credits in 300 and 400 level History courses.

Minor in Mathematics: 12 credits at the 100 and 200 level Mathematics, and an additional 18 credits at the 300 and 400 level Mathematics.

Minor in Philosophy: 12 credits of 100 and 200 level Philosophy, and an additional 18 credits in 300 and 400 level Philosophy.

Minor in Political Studies: Political Studies 111, 121, and an additional 18 credits in 300 and 400 level Political Studies courses.

Minor in Psychology: Psychology 111, 121, 210, 211, and an additional 18 credits in 300 and 400 level Psychology courses.

Minor in Sociology: Sociology 111, 121, and an additional 18 credits in 300 and 400 level Sociology.

Minor in Theatre Arts: A minimum of 36 credits including THTR 110/120, THTR 111/121, THTR 211/221 and 18 credits in 300 and 400 level Theatre courses.

Double Major Program

It is possible for a student to complete a double Major. However, students should be aware that this option requires careful course planning and will normally involve taking additional courses in order to complete all of the basic B.A. requirements as well as the specific Major requirements for two subjects. To graduate with a Double Major, a student must include in the 120 credits required for the degree at least 42 credits in each of two disciplines. At least 30 credits in each discipline must be in courses numbered 300 or above. In addition, six credits must be taken in 300-400 level courses in disciplines which do not offer a Major Program (Anthropology, Fine Arts, French, Philosophy, Political Studies, and Theatre).

Post-Baccalaureate Diploma in Accounting

Do you already have a Bachelor of Arts degree, but are uncertain of your future? Does an exciting and well paying career in financial management sound attractive? If you answered yes, then consider becoming a professional accountant and learn more about the new Post-Baccalaureate Diploma in Accounting. See the Bachelor of Business Administration section of this calendar for details.

Post-Baccalaureate Diploma in Journalism

Length: 2 semesters + credit internship (33 credits)

The Post-Baccalaureate Diploma option, though not as extensive as the full Bachelor of Journalism degree program, is designed for those students who already hold a university degree and who wish to complete a concentrated professional program in one year.

See the Bachelor of Journalism section in this calendar for more information.

Bachelor of Business Administration Degree Program

Dean of the School of Business
Vacant

Chairpersons
GORDON TARZWELL, B.A., M.A., Ph.D., Economics
DAN THOMPSON, B.Comm. (Hons), B.Ed., M.B.A., C.M.A., C.F.A., Cert Data Process, Management

Program Advisor
BROCK DYKEMAN, B.A. (Hons), Lic. Acct., C.A.

General

UCC offers a Bachelor of Business Administration (BBA) degree with concentrations in Accounting, Business Economics, Business and Regulatory Policy, Finance, General Business, Human Resource Management and Marketing, and majors in Accounting and Economics.

Admission to the BBA occurs at the 1st year level with a promotion requirement at the 3rd year level. Promotion is selective and depends on CGPA and performance in courses comprising the Lower Division Requirements. The minimum CGPA has been approximately 2.33 (C+) but may vary from year to year.

Students are expected to complete the Lower Division Requirements during Years 1 and 2. The General Education Requirements and Non-Business Electives reflect the value UCC places on a broad education in the Humanities, the Social Sciences, and the Sciences. The Business Requirements prepare the student for more advanced Upper Division BBA courses.

First and second year students who plan to apply for promotion to the 3rd year of the BBA program should have their registration forms reviewed and approved by the BBA Program Advisor prior to registration.

The UCC calendar and the BBA program booklet in effect at the time the student is formally accepted into the degree program establish the requirements for graduation. All students should confirm the details of their requirements with the Program Advisor.

Lower Division Requirements

To be considered for admission to the BBA program, students must have completed the following Lower Division Requirements, or their approved equivalents, with at least a C- grade in each.

1. General Education

Humanities Requirements (Group A) **Requires a minimum of 12 credits:**		
1.	ENGL 110	Composition; or
	ENGL 111	Introduction to Prose Fiction; or
	ENGL 121	Introduction to Drama & Poetry
2.	PHIL 111	Introduction to Critical Thinking; or
	PHIL 201	Introduction to Ethics; or
	PHIL 221	Contemporary Moral Issues; or
	ENGL 229	Professional Business & Technical Writing; or
	SPEE 250	Business Presentations
3.	Humanities Elective #1	
4.	Humanities Elective #2	
Humanities electives may be from English, Fine Arts, French, German, Japanese, Spanish, Speech, Theatre, History, Music and Philosophy.		

Social Sciences Requirements (Group B) Requires a minimum of 12 credits:		
1.	ECON 190	Principles of Microeconomics
2.	ECON 195	Principles of Macroeconomics
3.	Social Sciences Elective #1	
4.	Social Sciences Elective #2	
Social Science electives may be from Anthropology, Canadian Studies, Economics, Education, Geography (excluding GEOG 112, 122, 204 or 275), Political Studies, Psychology (excluding PSYC 210) and Sociology.		

Science and Mathematics Requirements (Group C) Requires a minimum of 6 credits:		
1.	MATH 140	Calculus for Commerce and the Social Sciences 1; or
	MATH 114	Calculus 1
2.	MATH 141	Calculus for Commerce and the Social Sciences 2; or
	MATH 124	Calculus 2
Science and Math electives may be from Biology, Chemistry, Computing Science, Physical Geography (112, 122, 204 or 275), Geology, Math, Physics, Statistics and Psychology 210.		

2. Business Requirements

Requires 21 credits:		
1.	BBUS 221	Financial Accounting
2.	BBUS 254	Management Accounting
3.	BBUS 237	Introduction to Computers and Information Systems in Business
4.	BBUS 272	Organizational Behaviour and Management
5.	BUEC 232	Economic and Business Statistics 1
6.	BUEC 233	Economic and Business Statistics 2
7.	BUEC 204	Managerial Economics
These are normally the only seven Business courses that students are permitted to take to fulfill lower division requirements.		

3. Non-Business Electives

Requires 9 credits:
1. Non-Business Elective #1
2. Non-Business Elective #2
3. Non-Business Elective #3
These can be from Groups A, B, or C above or from other academic subject areas. Students who do not have C+ or greater in Principles of Math 12 or are weak in mathematics are advised to take MATH 100 as one of these non-business electives. MATH 100 cannot be taken for credit after successful completion of MATH 140, MATH 141 or equivalent.

Notes:

No BBA credit will be given for ECON 122 if it is taken after completion of either ECON 190 or ECON 195 (or equivalent) with a grade of C- or better.
No BBA credit will be given for MATH 110 if it is taken after completion of MATH 140 with a grade of C- or better.
Students will be exempted from ENGL 110 and may enrol directly in ENGL 111 or 121 if they received 80% or higher on the combined English 12 and Government exam within the last 5 years; or Level 5 on the composition section of the L.P.I. within the past 2 years.
Students must have written permission from the Program Advisor to enroll in Upper Division Business courses (numbered 300 and 400) during their first 60 semester credits. Any 300 or 400 level course permitted before 60 hours will count as fulfilling appropriate Core, Concentration, Major or elective requirements, but will not be counted as Upper Division credits.
Students intending on transferring to another university should see the BBA Program Advisor prior to selecting any second year courses.

Promotion to 3rd Year

1. Students may apply to the BBA program after completion of 45 BBA credit hours with additional credits in progress. Admission normally will not be granted with less than 54 credits completed or in progress and will be contingent upon the student's ability to complete all remaining Lower Division Requirements in the first semester of 3rd year.

   Applications will be evaluated by the Academic Admissions Office and reviewed by the BBA Program Advisor. Students will be selected competitively on the basis of their cumulative grade point average (CGPA) and performance in the specifically required courses. CGPA calculations will include all attempts, and not only the highest grade achieved.

2. Applications for program entry should be filed with the Academic Admissions Office. Application dates are:
   - Dec 1 to April 15 for Fall Semester, 2002
   - Nov. 1 to Nov. 30 for Winter Semester, 2003

Late applications will be considered on a space-available basis.

3. The following documentation must be included with all applications:
   - Official transcripts of previous secondary and post-secondary educational record.
   - Proof of citizenship, landed immigrant status, or valid student permit.
4. Students other than those accepted into 3rd year of the BBA Program may take Upper Division business courses with the permission of the Program Advisor. That permission will be contingent upon:
   - space being available after students admitted to 3rd year have enrolled;
   - meeting the cumulative GPA entrance requirements for promotion; and
   - meeting the prerequisites for the individual courses.
5. To remain in the BBA program, a student must maintain a CGPA of at least 2.00 in courses taken after promotion and must earn grades of C- or better in all Core and Concentration/Major courses.

Upper Division Requirements

Core Courses

All BBA students must complete the Core requirements listed below.

UCC Course	Title
BBUS 303-3	Business in Society
BBUS 312-3	Business Finance
BBUS 336-3	Management Science
BBUS 343-3	Introduction to Marketing
BBUS 346-3	International Business
BBUS 381-3	Introduction to Human Resource Management
BBUS 393-3	Commercial Law
BBUS 478-3	Seminar in Administrative Policy

Students normally must satisfy all 300 level Core requirements prior to taking BBUS 478.

Only courses with grades of C- or better may be used as prerequisites or for Core or Concentration/Major credit.

Concentrations and Majors

All students must complete at least one of the following concentrations or majors:

1. Accounting Concentration

UCC Course	Title
BBUS 320-3	Intermediate Financial Accounting 1
BBUS 321-3	Intermediate Financial Accounting 2
plus two of:	
BBUS 325-3	Intermediate Management Accounting
BBUS 329-3	Income Taxation 1
BBUS 330-3	Income Taxation 2
BBUS 420-3	Advanced Financial Accounting
BBUS 421-3	Accounting Theory
BBUS 423-3	Assurance
BBUS 425-3	Advanced Management Accounting
BBUS 428-3	Management Information Systems
Note: Students planning on pursuing a professional accounting designation should see the Chairperson of Accounting for a complete list of applicable courses.	

2. Accounting Major

UCC Course	Title
BBUS 320-3	Intermediate Financial Accounting 1
BBUS 321-3	Intermediate Financial Accounting 2
BBUS 325-3	Intermediate Management Accounting
BBUS 329-3	Income Taxation 1
BBUS 330-3	Income Taxation 2
BBUS 420-3	Advanced Financial Accounting
BBUS 421-3	Accounting Theory
BBUS 423-3	Assurance

BBUS 425-3	Advanced Management Accounting
BBUS 428-3	Management Information Systems

3. Business Economics Concentration

UCC Course	Title
ECON 366-3	Industrial Organization
ECON 370-3	Benefit-Cost Analysis and the Economics of Project Evaluation
BUEC 433-3	Forecasting
plus one of:	
BBUS 329-3	Income Taxation 1
ECON 360-3	Labour Economics
ECON 410-3	International Financial Markets
BUEC 411-3	Financial Institution Management
ECON 455-3	International Trade
ECON 480-3	Transportation

4. Business and Regulatory Policy Concentration

UCC Course	Title
ECON 365-3	Government and Business
ECON 370-3	Benefit-Cost Analysis and the Economics of Project Evaluation
plus two of:	
ECON 350-3	Public Finance: Policy Topics
ECON 367-3	Economic Analysis of Law
ECON 371-3	Economics of the Environment
ECON 374-3	Land Use
ECON 450-3	Economics of Taxation
ECON 472-3	Development Economics

5. Economics Major

45 ECON/BUEC credits of which 30 must be Upper Level and 6 must be at the 400 level. BUEC 204 must be completed with a C+ or better or ECON 290 may be substituted. ECON 295 is required and ECON 390 or ECON 395 must be taken.

6. Finance Concentration

UCC Course	Title
ECON 310-3	Canadian Financial Markets
BBUS 315-3	Investments
plus three of:	
ECON 410-3	International Financial Markets
BUEC 411-3	Financial Institution Management
BBUS 413-3	Financial Management
BBUS 416-3	Investment Analysis and Design
BBUS 417-3	Financial Derivatives

7. Human Resource Management Concentration

UCC Course	Title
Four of:	
BBUS 384-3	Industrial Relations
BBUS 481-3	Human Resource Planning and Staffing
BBUS 482-3	Training, Development and Compensation
BBUS 485-3	Collective Bargaining
BUEC 486-3	Selected Topics in Human Resource Management

8. Marketing

UCC Course	Title
BBUS 348-3	Introduction to Marketing Research
BBUS 446-3	Marketing Strategy
BBUS 448-3	Integrated Marketing Communications
plus two from:	
BBUS 344-3	Business-to-Business Marketing
BBUS 345-3	Professional Selling/Sales Management
BBUS 447-3	International Marketing

9. General Business Concentration

At least two courses from one of the above concentrations plus at least two additional Upper Division BBUS or BUEC courses selected from Concentration Areas or Electives.

Degree Completion Requirements

Elective courses should be chosen so as to ensure that the following Degree Completion Requirements are satisfied.

1. Complete at least 120 semester credits including a minimum of 50 credits in non-BBUS courses.
2. Complete in the final 60 credits a minimum of 51 semester credits in Upper Division courses, including a minimum of 39 credits in Business. In exceptional cases and subject to advance written approval by the Program Advisor, an Upper Division course outside Business may be designated as fulfilling a Business Requirement.
3. Complete at least four 400 level BBUS/BUEC/ECON courses including BBUS 478.
4. Complete all Lower Division Requirements, General Education Requirements, Core courses in 3rd and 4th year, and a Concentration or Major.
5. Maintain an overall CGPA of at least 2.0, grades of C- or better in all Core and Concentration/Major courses, and a minimum CGPA of 2.0 in Business Studies.
6. Notify the Program Advisor, in writing, of their intent to graduate. Notification must take place prior to the drop/add deadline in the final semester of degree study.

Business Administration Degree Program Policies

1. Any course duplication (repeating a course) will require prior approval of the BBA Program Advisor. Normally, **no more than 3 courses may be duplicated; and only one duplication of a single course will be allowed**. The highest grade achieved in duplicated courses will be used for post-admission CGPA calculations, but the student's record will show all attempts.
2. Students who have been promoted to 3rd year of the BBA program and subsequently want to enrol in Upper Division courses offered at other university-level institutions must consult the BBA Program Advisor. Credits for these courses may be applied toward the BBA degree only if prior written approval of the Advisor has been granted and confirmed by the Dean of the School of Business. Students must meet normal requirements of the other institution for entry to the desired courses.
3. No more than 15 credits of accredited Upper Division work completed at other university-level institutions or in other disciplines at UCC may be counted toward completion of the Upper Division Requirements for the BBA degree.

4. At least 60 credits of the course work counted toward the 120 credits required for the BBA degree must be completed at UCC.

Honours Degree Option

A Bachelor of Business Administration (Honours) Degree can be earned by maintaining a GPA of 3.00 or higher in 3rd and 4th year while either (i) completing additional upper level courses or (ii) writing a thesis.

Course route students should take four additional 3rd and 4th year courses in Business, Business Economics, Economics or an approved related area and must graduate with at least six 400 level BBUS, BUEC, ECON or approved related courses instead of the normal four.

Those interested in the Thesis Route must take two additional courses:

BBUS 398-3	Business Research Methodology
BBUS 498-9	Honours Thesis

Students will take BBUS 398 in the Winter Semester of 3rd year. BBUS 498 is a directed studies course in which students prepare a thesis under the supervision of a faculty member. The availability of the Thesis Route will be dependent on sufficient student demand and funding.

No grade can be lower than B- (GPA 2.67), although students can re-take courses once to meet the necessary grade requirement. To be admitted, students must have maintained a GPA of 3.0 or higher when meeting the Lower Division Requirements.

Post-Baccalaureate Diploma in Accounting

The Post-Baccalaureate Diploma in Accounting allows university graduates whose degree is not in accounting to take the pre-requisite courses they need to be admitted to one of the professional accounting designation programs. These designations are Chartered Accountants (CA), Certified Management Accountant (CMA), and Certified General Accountant (CGA).

The diploma will normally take two years to complete on a full-time basis. The exact number of courses will depend on the exemptions awarded and the designation being pursued. Part-time study is welcomed.

The entrance requirements are:
Math 12 or MATH 061 or MATH 100 with a C- or better
ENGL 110 with a C- or better
A bachelors degree with a GPA of 2.33 or higher
Completion of BBUS 221 or the equivalent with a C- or higher

For further information about a career in accounting and UCC's Post-Baccalaureate Diploma in Accounting contact the program advisor:
Brock Dykeman, CA
Office: FAA 7
Phone: (250) 828-5156
e-mail: dykeman@cariboo.bc.ca

Bachelor of Education (Elementary) Degree Program

Acting Associate Dean of Education
PATRICK WALTON, B.A., B.Ed., M.Ed., Ph.D.

Chairperson, B.Ed. Program
DIANE PURVEY, B.A., M.A., Ph.D.

The UCC/UBC Teacher Education Program

This degree program is offered in co-operation with the University of British Columbia. The UCC/UBC Teacher Education Program provides the opportunity for qualified students to earn a Bachelor of Education (Elementary) degree by completing their studies at UCC. As this is a UBC degree program, the regulations concerning admission and graduation requirements are approved by the Faculty of Education at the University of British Columbia.

Website: **www.cariboo.bc.ca/psd/Educ/index.htm**

Program Descriptions
UCC/UBC Program of Teacher Education

The teacher education program integrates two academic years of pedagogical studies and school experiences.

Successful completion of all program requirements leads to a Bachelor of Education degree conferred by UBC and UCC. Students in the Elementary Teaching program qualify for the Professional Teaching Certificate issued by the British Columbia College of Teachers after receiving their Bachelor of Education degrees.

Admission Requirements

1. Applicants to the B.Ed. program must have volunteer or other experience with groups of elementary school-age children (100 hours minimum).
2. While we recommend that applicants have a Bachelor's degree before applying to Education, applicants are eligible for admission if they have completed a minimum of 90 credits of university level credit, normally in subject fields within arts, fine arts, mathematics, science, music or physical education.

Applicants must satisfy both the UBC/UCC admission requirements and the BC College of Teachers admission requirements.
Admission to the program is competitive and meeting the minimum GPA does not guarantee admission to the program.

Part A: UBC/UCC requirements

1) 6 credits of English literature and composition (a maximum of 3 credits of composition may be used to satisfy this requirement).
2) 3 credits of a lab science. A course must include regular laboratory sessions.
3) 3 credits of math (not statistics).
4) 3 credits of history or geography.
5) 6 credits of course work in humanities and/or social sciences with significant Canadian content.
6) 18 senior level (third and/or fourth year) credits in one teachable area. Teachable areas are Art, Dance, Drama, Language Arts, Mathematics, Music, Physical Education, Science, Social Studies.
7) A minimum GPA of 2.67 is required for consideration but does not guarantee admission. Admission averages are calculated on a total of at least 33 credits, including 1,2,3,4 and 6 above.

Part B: British Columbia College of Teachers Requirements

In addition to satisfying the UBC/UCC B.Ed. admission requirements, applicants should note that the British Columbia College of Teachers requires at least 30 senior credits in:

a) Any one of or any combination of art/visual arts, English, French language and literature, biology, chemistry, computer science, geography, geological science, history, home economics, mathematics, music, physics or technology studies (these are the subjects with an asterisk on the Acceptable Degree Course list), or

   Any combination of subjects included in the BC public school curriculum with a maximum of 12 credits in any single subject other than the subjects listed above (these are the subjects without an asterisk on the Acceptable Degree Course list).

b) Of the 30 senior credits required, no more than 18 credits may be of a studio or performance nature (e.g. Physical education activity courses, music or theatre performance, or fine art studio).

   The British Columbia College of Teachers regards as senior all third and fourth year courses, as well as courses not of an introductory nature that are completed following six credits of introductory coursework in the same subject area. Note that the UCC/UBC requirement of 18 credits of third and fourth year courses still applies.

c) The BC College of Teachers has been assigned the authority to issue teaching certificates under the Teaching Profession Act. Persons convicted of, or given an absolute or conditional discharge on a criminal offence and considering a teaching career, should write the Registrar, BC College of Teachers, for clarification of their status before undertaking a teacher education program.

   Current information concerning the membership and certification requirements of the College can be obtained by writing directly to: BC College of Teachers, #405 - 1385 West 8th Avenue, Vancouver, B.C., V6H 3V9 Phone: (604) 731-8170.

3. Recommendations for all applicants

   a. The UCC School of Education usually receives many more applications than spaces available in our

program. As a consequence, some applicants who meet the minimum admission requirements may not be admitted. Applicants are encouraged to complete a broad range of post-secondary studies, more extensive subject preparation, and higher grades than the minimum specified. Preference is given to applicants whose post secondary studies include further courses in:

- English composition or writing (such as English 301 and 302)
- Second Language (at the 200 level or higher)
- Mathematics
- Lab Sciences
- Social Studies
- Fine Arts

b. Preference is also given to those who are accomplished in any of these areas:

- Second Languages
- Computers
- Fine Arts (Art, Drama, Dance, Music)
- Athletics and/or Coaching

c. Applicants are reminded that they are subject to all requirements and regulations of the Faculty in which they are registered while they are completing the admissions requirements to the School of Education. It is important for students seeking admission to the B.Ed. program to satisfy all the requirements of the Faculty in which they are registered as they proceed, so that they can complete the remaining degree requirements later. Individual students wishing to complete their initial degree after obtaining their B.Ed. degree will be subject to the degree regulations at the time of their admission to those initial degree programs. Students are advised that attendance at a regular winter session may be necessary, depending on the degree and the major.

4. When selecting students for the B.Ed. program, the Admissions Committee considers:

a) experience with groups of elementary school-aged children;
b) academic background and performance;
c) the contents of the supplementary application form; and
d) letters from two referees.

Interviews may be required as part of the admissions procedures. Applicants are responsible for any expenses incurred in attending admissions interviews.

Practicum Placements

Three school experiences are included in the two-year UCC/UBC teacher education program:

1. During the first semester of Year 1, B.Ed. students will make eight half-day visits to schools in Kamloops or within commuting distance of Kamloops.
2. During the second term of Year 1, B.Ed. students participate in a two-week practicum designed as an orientation to the school, the classrooms, and the teachers of the extended practicum which will follow in the first semester of Year 2. Teaching candidates undertake a variety of interrelated instructional tasks in their school placements.
3. During the first term of Year 2, B.Ed. students complete a thirteen-week extended practicum in the same school as the two-week practicum school in Year 1. During this teaching practicum, B.Ed. students undertake a wide variety of assignments, including a sustained block of teaching at 80 percent of the sponsoring teacher's load.

UCC practicum placements are located within the four school districts that comprise the UCC region. Every attempt is made to place teacher candidates in the location of their choice, and within these school districts: Kamloops/Thompson S.D. #73, Nicola/Similkameen S.D. #58, Gold Trail S.D. #74, and Cariboo/Chilcotin S.D. #27. Fifty percent of UCC's school placements are within the Kamloops/Thompson S.D. #73, while 50 percent of the placements are within the other three districts. It is not always possible to accommodate students' choices. Therefore B.Ed. students must be prepared to accept school placements wherever they are available within the UCC region. Students are responsible for the costs of transportation and accommodation during their practica.

Admission Deadlines

Careful consideration will be given to all applicants who meet the minimum admission requirements. Application is made through Admissions, Registrar's Office, The University College of the Cariboo. No application will be considered by the Education Admissions Committee until ALL required documentation is received. The deadline for early admissions is March 15, 2002. Offers of Early Admission will be made only to applicants who have submitted all required documentation by March 15, 2002, save for their final transcripts of grades if currently studying. Final grades should be submitted as soon as they are available. Those applicants to Education who are graduating from UCC need not submit their final grades, as these are available to the Admissions Committee. The deadline for regular admission is April 15, 2002. All required forms, fees and documents should be received by this date. Late applicants will only be considered if space remains.

All forms, documents and reference letters should be submitted to Admissions, UCC, Box 3010, Kamloops, B.C. V2C 5N3. An application will not be considered unless all required documents have been received.

Documents Required

1) UCC Application Form.
2) Two reports from Referees.
3) Official transcripts of all post-secondary studies completed.

Note*:* All required forms for 1) and 2) above are included in the Admissions Package, available at UCC. Please contact Admissions in person, by mail, or by phone (250-828-5251) to obtain an application package, which also includes the admission requirements and the BC College of Teachers list of acceptable degrees.

The Elementary Teaching Program

The elementary teaching program extends over two academic years of two terms each. Courses and associated school experiences are completed in a specified sequence.

After completing all program requirements, candidates are awarded the Bachelor of Education (Elementary) degree and are eligible to apply for the Professional Teaching Certificates issued by the British Columbia College of Teachers.

Year 1, Term 1

Prospective teachers are introduced to the theoretical and research bases of modern educational practice. Studies include analysis of the nature and objectives of education and of the developmental characteristics of learners. Attention is given to candidates' own interpersonal communication skills and to strategies and methods of teaching. Structured classroom observations and teaching experiences (such as tutoring, peer teaching, and microteaching) are provided.

Course	Credits	Description
EDUC 310	4	Principles of Teaching: Elementary
EDUC 315	0	Pre-Practicum School Experience
EDUC 316	3	Communication Skills in Teaching
READ 310	3	Introduction to Reading and Language Arts Instruction
EDST 314	3	Analysis of Education
EPSE 313	3	Educational Application of Development Theories
EDUC 320	2	Curriculum and Instruction: Physical Education
SCED 320	2	Curriculum and Instruction: Science

Year 1, Term 2

This term involves the study of teaching methods in Math, Art, Music, P.E., Science, Social Studies, Reading, and English Education. There is an intensive two-week school placement in which candidates consolidate their understanding of instructional principles and approaches.

Course	Credits	Description
ARTE 320	2	Curriculum and Instruction: Art
EPSE 423	3	Learning, Measurement and Teaching
EDUC 321	0	Orientation School Experience: Elementary
ENED 320	2	Curriculum and Instruction: Language Arts
MAED 320	2	Curriculum and Instruction: Mathematics
MUED 320	2	Curriculum and Instruction: Music
READ 320	2	Curriculum and Instruction: Reading
SSED 320	2	Curriculum and Instruction: Social Studies

Year 2, Term 1

Candidates spend this term in elementary schools in the UCC region. Each candidate works closely with a team of experienced teachers who have been specially prepared for this supervisory and instructional responsibility. Faculty support, advice, and assessment are provided on a regular basis.

Course	Credits	Description
EDUC 418	18	Extended Practicum

Year 2, Term 2

Following completion of the extended practicum, candidates undertake professional studies to put their teaching competence in a more comprehensive framework of knowledge and understanding. The term includes elective and prescribed studies appropriate to each candidate's personal academic and professional interests.

Course	Credits	Description
EDUC 420	2	School Organization in its Social Context
EPSE 317	3	Development and Exceptionality in the Regular Classroom
EDST 428	3	Social Foundations of Education
Plus		Four Academic, Curriculum & Professional Electives chosen from:
EDUC 442	3	Pedagogy of First Nations Education
ENED 341	3	Introduction to Children's Literature
CSED 402	3	Professional Use of Microcomputers for Teachers
MAED 372	3	Mathematics Teaching: Problem Solving
ENED 334	3	Intermediate Drama
LLED 324	3	Teaching French in Elementary Schools
EDUC 449	3	Supervised Study in Education
Total program requirements: 73.0 credits.		

Some Faculty of Education Academic Regulations

The following information is of special interest to applicants to the Bachelor of Education Program. Applicants should consult the General Information and the Faculty of Education sections of the UBC Calendar for more detail concerning the Academic Regulations of the university.

Oral English Requirement

All students admitted to the program must be prepared to take a test of competence in oral English. Students unable to pass the test may be required to undertake remedial work in spoken English or withdraw from the program.

English Composition Requirement

All candidates admitted to a teacher education program leading to teacher certification must achieve a satisfactory standard of written English.

Graduates of recognized universities where the language of instruction is English should have satisfied this requirement within their first degree studies. Graduates of other universities and non-graduates must provide evidence of satisfactory achievement on a test acceptable to the Faculty. Candidates who have not achieved a satisfactory score prior to admission must complete such a test within one month of beginning their program and may be required to improve their writing skills.

Students enrolled in recertification programs must similarly satisfy the English Composition Requirement unless they have previously held qualifications to teach within English language Canadian public schools.

Part-time Students

Because of the tightly-integrated character of the program, candidates are normally expected to pursue studies on a full-time basis until all requirements are satisfied.

A limited number of candidates may be admitted to undertake Year 1 of the elementary teaching program on a part-time basis. The Extended Practicum (Year 2, Term 1) must then be completed on a full-time basis. A candidate who has completed three terms of the elementary teaching program may seek the Appeals Committee's permission to complete the balance of the program on a part-time basis. Such a

request will be granted only if an acceptable plan for program completion is presented; completion must be within 4 years of initial registration.

Transfer Credit

Credit normally may not be transferred from other institutions for courses prescribed for the first three terms of the elementary teaching program. In special circumstances students may be granted permission to complete some or all of the courses prescribed for the final term at another institution if (a) permission is sought in advance, (b) the courses to be transferred are taken after all requirements of preceding terms have been satisfied, and (c) these courses are appropriate to the candidate's UBC/UCC program.

Advancement

A candidate must normally have passed all courses prescribed for each term before advancing to courses, including practica, prescribed for the next term.

Withdrawal and Readmission

Candidates who begin the Extended Practicum (Education 418) are not permitted to drop this course from their records. Those who do not complete the practicum satisfactorily, and who qualify for neither a supplemental nor a deferred practicum will be assigned a failing grade and will normally be required to discontinue or to withdraw from the program.

After one year, candidates required to discontinue may appeal to the School of Education for permission to re-enrol. Their appeal must include evidence of their having satisfied any conditions set at the time they were required to discontinue.

Candidates who withdraw from the program voluntarily will not be entitled automatically to return; each request for reinstatement will be considered by an Admissions Committee along with other applications.

Candidates who for any reason fail to complete all requirements of the program within a four year period will not be readmitted; they may, however, submit new applications for admission. If they are admitted, they will receive no advance credit for courses completed previously.

Course Descriptions

See **Course Description** section at the back of this calendar for detailed course information.

Bachelor of Fine Arts Degree Program

Introduction:

This four year Bachelor of Fine Arts (BFA) degree is offered by Open University in collaboration with the University College of the Cariboo. The degree is shaped around a core curriculum of conventional Studio and Art History offerings, but with the option to pursue a program stream in the area of Gallery Studies currently under development. As a whole, the OU/UCC degree encourages an approach to learning which is inter-disciplinary in nature and which, in this manner, takes advantage of the many facets of the University College community. A student completing the degree may pursue many employment or further educational opportunities (in and outside UCC).

The degree is comprised of a minimum of 120 credits (the equivalent of four years of full-time study) and is earned by taking courses from both institutions. The first 60 credits are usually earned by completing the UCC Fine Arts Diploma. The remaining 60 credits are earned by completing a combination of lower and upper level course work in Studio as well as History and Theory of Art subject areas within Fine Arts, and, also, other academic disciplines. Most of the course work (up to 114 credits) will be completed at UCC. However, a minimum of 6 credits out of the 120 credits must be taken from BCOU calendar course offerings.

Students wishing to enter this program should seek the advice of an Academic Advisor and may also wish to consult with the Chair of Visual and Performing Arts. Academic Advisors will be able to help students with an appropriate selection of courses towards completion of the Fine Arts Diploma and Degree programs. Interested students should apply as early as possible, and should be aware that April 15th is the final deadline. Those wishing to qualify for advanced enrollment via a Portfolio submission must do so by April 1st and should contact the department Chair for Portfolio Guidelines.

Studio and Art History Offerings:

UCC is equipped with extensive studios for courses in Ceramics, Design, Drawing, Painting, Photography, Printmaking (etching, lithography and silkscreen), and Sculpture, as well as Directed Studies in each of these studio areas. While instruction is offered in each of these areas we encourage students to work across these disciplines as well, particularly in the fourth year Directed Studies offerings. Courses in these areas, as well as courses in historical, modern and contemporary Art History and Theory make up the core of the OU/UCC BFA. In addition, UCC's Fine Arts facilities also include an Art Gallery for student, faculty and other exhibitions. Students are encouraged to take part in Gallery activities through the submission of work for scheduled exhibitions, and are invited to consider proposing exhibitions for the Gallery as well. The Gallery is also used as a venue for presenting the work of artists from across Canada who come to UCC as part of our Canada Council funded Visiting Artist program.

Gallery Studies:

This program stream, which is being developed for third and fourth year programming, is intended to allow the student to take courses towards and possibly specialize in, the area of Gallery Studies. These courses are offered in affiliation with the Kamloops Art Gallery. Courses in this area include ones such as Gallery Management and Public Art, which provide the student with an understanding of the nature of gallery infrastructures and programming at the local, regional, national, and international levels as well as the economic structure and impact of Arts communities. Other courses, in Curating and Exhibition Installation, deal more specifically with

the planning and implementing of exhibitions, with the UCC Fine Arts Gallery and the Kamloops Art Gallery as potential teaching spaces. A Directed Studies in Gallery Studies at the fourth year will allow the student to pursue topics of interest in greater depth.

Bachelor of Journalism Degree Program

Dean of Arts
HENRY A. HUBERT, B.A., M.A., Ph.D.

Chairperson
W. F. GARRETT-PETTS, B.A., M.A., Ph.D.

Instructors
ALAN BASS, B.A., M.A.
EILEEN LEIER, B.A., P.D.P., B.F.A., M.F.A
MARYANNE McNELLIS, B.A., M.S.
MAXINE RUVINSKY, B.A., M.A., Ph.D.
SHAWN THOMPSON, B.A., M.A.
DENNIS KEUSCH, Dipl. Electronic Publishing, Lab Demonstrator

General

UCC's School of Journalism offers the only Bachelor of Journalism in British Columbia. This print-based degree provides students with the skills and knowledge necessary to become communications specialists. The degree may lead to careers with community and daily newspapers, magazines and other periodicals, as well as the communication and media liaison departments of government agencies, corporations, and non-profit and advocacy organizations. Students have the opportunity to work with state-of-the-art-equipment, and they are encouraged to develop the professional and entrepreneurial skills necessary to meet the changing media environment.

The curriculum is organized into four areas: (1) Area Specialization, (2) Critical Issues and Theory, (3) Publication Production, and (4) Photography and Visual Design. Students accepted into the program will work out individual timetables in consultation with the program Chair, with courses distributed in each of the four areas. The area coverage ensures that all students will

- develop writing, editing, design, layout, and basic photography and desktop publishing skills;
- build a broad, critical understanding of the legal, political, economic, aesthetic, scientific and social issues and circumstances faced by media professionals;
- develop a critical understanding of different theories of the media and the historical roles and social purposes of different mediums.

The program emphasizes the relations between theory and practice, and students are encouraged to develop and hone their skills by working with widely-circulated hard copy and electronic publications. The program is also structured to accommodate students with a wide range of educational and practical experience, as well as provide a broad set of career and educational options for graduates.

There are three ways to enter the Bachelor of Journalism Degree Program. Most students enter under Option I (see below) after completing two years (60 credits) of liberal arts prerequisites at colleges or universities in British Columbia or Canada. But there are also two other options: one for those who already hold a university degree (Option 2; see also the Post-Baccalaureate Diploma Option) and another designed for those who hold a diploma that provides a suitable foundation for the degree (Option 3). All options may include a paid or unpaid summer internship: students are encouraged to volunteer for short-term internships with the *Kamloops Daily News* and *Kamloops This Week* and other publications during either the fall or winter semester; after April, students are encouraged to interview for summer internship positions drawn from a list of pre-selected employers: newspapers, magazines, government agencies, and corporations.

UCC Bachelor of Journalism students take a mix of Journalism and liberal arts courses. The liberal arts requirements reflect the value that UCC places on a broadly based education in the humanities, the social sciences, business and the sciences.

Students applying for admission to the School of Journalism program should have their credentials reviewed by the Chair of Journalism to ensure that they satisfy prerequisites and GPA requirements. Prospective students are required to (1) demonstrate reasonable keyboarding skills, (2) submit a writing sample, and (3) complete a pre-enrolment interview. Students are also advised to gain volunteer experience in the field before applying to the program.

The School of Journalism usually receives more applications than it has spaces available each year. Admission is competitive: some applicants who satisfy the minimum requirements may not find a place in the program. Preference is given to those whose post-secondary studies show evidence of strong writing skills; a good understanding of Canadian history, politics, and economy; strong problem solving and critical thinking abilities; good oral communication and interpersonal skills; an understanding of visual design; and a general familiarity with computers.

Qualified students may enter the Program on a part-time basis and, with the consent of the Journalism Program Chair, students from other disciplines may take journalism courses.

Program Options

1. The Regular Program

Length: 4 semesters + 1 internship of 12 weeks (60 credits after entry at Year 3)

Admission Requirements: Entry into the Bachelor of Journalism is available to students who have completed two years, or the equivalent of 60 credits, of appropriate pre-journalism course work at colleges or universities in British Columbia or in other parts of Canada. Students entering the program must have completed 9 credits of English and Composition (at least one second-year course); 3 credits of a lab science; 6 credits of course work in the humanities and/or social sciences (with significant Canadian content); 3 credits

of math or business; 3 credits of history or geography; 3 credits of visual arts. For students lacking the requisite breadth of courses, or fewer than 60 credit hours, admission may be approved conditionally, but no student will be admitted with less than 48 credits of course work, normally drawn from a range of liberal arts disciplines such as the courses listed below, and include 33 credits in UCC courses or their equivalents (see the list below in Table 1). Depending upon the student's interests, other course mixes may be allowed.

Years 1 and 2 – Sample Pre-Journalism Program

UCC Course	Title	Credits
One of: ANTH 111 ANTH 121 SOCI 111 SOCI 121	 Human Origins Intro. To Cultural Anthropology Introduction to Sociology 1 Introduction to Sociology 2	3
Two of: ENGL 110 ENGL 111 ENGL 121	 Composition Introduction to Prose Fiction Introduction to Drama and Poetry	6
FINA 150	Intro. To Visual Culture	3
One of: HIST 112 HIST 122	 Introduction to Canadian History History of Canada, 1967 to the Present	3
POLI 111	The Government and Politics of Canada	3
PHIL 111	Critical Thinking	3
One of: ANTH 214 ANTH 215 SOCI 201 SOCI 210 SOCI 250	 Canadian Native Peoples Studies in Ethnography Race and Ethnic Relations Canadian Social Structure Crime and Society	3

One of: ENGL 2xx Or CNST 200	 Any 200-level English Literature or Technical Writing Courses Introduction to Canadian Studies	3
SCIENCE	Any Lab Science Course	3
PHIL 201 Or PHIL 221	Introduction to Ethics Contemporary Moral Issues	3
One of: ECON 223 ECON 243 GEOG 210 GEOG 222	 Canadian Economic History Global and Canadian Economic Issues Human Interaction with the Natural Environment Regional Geography of Canada	3
Electives	Any Arts, Science, or Business Courses	24
Total		60

Years 3 and 4- Bachelor of Journalism Program

Journalism students normally take 42 credits of journalism courses and 18 liberal arts electives over a two-year period, with the journalism courses distributed as follows:

(1) a minimum of 6 credits in an area of specialization, (2) a minimum of 12 credits in critical issues and theory, (3) a minimum of 12 credits in publication production, and (4) a minimum of 3 credits in photography and visual design. The remaining journalism courses and electives are selected in consultation with the program Chair. Courses available in each area are detailed in the table below:

Courses in Area 1	Area Specialization	Credits
JOUR 315	Scientific and Environmental Issues	3
JOUR 420	Specialized Reporting	3
JOUR 453	Corporate and Organizational Communications	3
JOUR 455	Media and Public Relations	3
JOUR 459	Labour and Employment Reporting	3
FINA 451	Photojournalism	3
Minimum JOUR Credits in Area 1		6
Courses in Area 2	**Critical Issues and Theory**	**Credits**
JOUR 305	Introduction to Media and Journalism	3
JOUR 340	National and International Media	3
JOUR 350	The News Business	3
JOUR 360	Politics, Economics, Media Issues	3
JOUR 452	Research Methods	3
JOUR 456	Media and Audiences	3
JOUR 457	Media and Communication Theory	3
JOUR 458	Alternative Media	3
JOUR 470	Media Law and Ethics	3
Minimum JOUR Credits in Area 2		12

Courses in Area 3	Publication Production	Credits
JOUR 310	Newspaper Production Workshop	3
JOUR 320	Journalism Skills and Techniques	3
JOUR 410	Online Journalism	3
JOUR 430	Editing, Layout, and Graphics	3
JOUR 454	Magazine Writing and Production	6
Minimum JOUR Credits in Area 3		12
Courses in Area 4	**Photography and Visual Design**	**Credits**
FINA 176	Introduction to Photography	3
FINA 451	Photojournalism	3
Minimum Credits in Area 4		3

Years 3 & 4 - Bachelor of Journalism Program - Liberal Arts Electives

In Years 3 and 4 of the Bachelor of Journalism program, students in the Regular Program are generally required to take 18 credits in 300-400 level Liberal Arts courses. In consultation with the Journalism Program Chair, students

should use these electives to either develop a particular specialty, or help fill in gaps in their general knowledge.

For instance, students seeking to enhance their writing skills may develop a concentration in courses offered through the English Department's Rhetoric and Professional Writing Option. Some of the courses in this option that may be of particular interest to journalism students are: Engl. 307: Studies in Rhetoric, Engl. 308: Creative Nonfiction, Engl. 309: Writing in the Disciplines, Engl. 332: Critical Theory, Engl. 366: Shakespeare and Film, Engl. 426: Studies in Canadian Literature, Engl. 476: Scholarly Editing, and FINA 390: Photography and Literature. Similarly, the Department of Philosophy, History and Politics offers a number of 300 and 400 level courses that would enable students to enhance their knowledge of Canadian history, politics and social structure.

2. Option 2 – For Degree Holders

Those students already holding university degrees have two options: they may apply for entry into the regular two-year program or they may apply for entry into the one-year post-baccalaureate diploma program (see description below).

Admission Requirements:

1. Baccalaureate degree; ideally students should have: English (12 credits), Canadian Studies or Canadian Politics (12 credits), Economics (3 credits), Ethics (3 credits), Critical Thinking (3 credits).
2. Reasonable keyboarding skills
3. Writing sample

3. Option 3 - For Diploma Holders

Length: 4 semesters (60 credits after entry at Year 3)

Admission Requirements:

1. A foundation diploma credited upon the approval of the Journalism Program Chair
2. Writing sample
3. Pre-enrolment Interview with program faculty

Years 3 and 4 - Option 3

Depending on their backgrounds, students entering on this option will tailor an appropriate 60 credit program of study in consultation with the Journalism Program Chair. However, Option 3 students will generally require a minimum of 9 credits of journalism courses in Year 3 and 12 credits of journalism in Year 4.

A. Journalism Courses - Year 3- Option 3

UCC Course	Title	Credits
JOUR 305	Introduction to Journalism	3
JOUR 310	Newspaper Production Workshop I	3
JOUR 315 or JOUR 360	Scientific and Environmental Media Issues Economics and Geography Media Issues	3
Minimum Total JOUR Credits Year 3, Option 3		9

B. Liberal Arts Courses - Year 3- Option 3

In consultation with the Journalism Program Chair, Option 3 students will ensure that they have credit for the UCC courses or their equivalents described in table below before proceeding to Year 4. Once these requirements have been met, will also complete a minimum of 9 credits of upper level Liberal Arts courses chosen in consultation with the Journalism Program Chair.

UCC Course	Title	Credits
One of: ENGL 111 ENGL 121	 Introduction to Prose Fiction Introduction to Drama and Poetry	3
any ENGL 2xx	Any 200 level English	3
One of: HIST 112 HIST 122 POLI 111 PHIL 111	 Introduction to Canadian History History of Canada, 1867 to the Present The Government and Politics of Canada Critical Thinking	3
SCIENCE	Any 1st or 2nd year Science Course	3
Total Liberal Arts Credits Year 3, Option 3		12

Year 4 - Option 3

A. Journalism Courses - Year 4 -Option 3

UCC Course	Title	Credits
JOUR 315 Or JOUR 360	Scientific and Environmental Media Issues Economics and Geography Media Issues	3
JOUR 420	Specialized Reporting	3
JOUR 45x	Two courses selected from possible electives (Consult Program Advisor)	6
Total JOUR Credits Year 4, Option 3		12

B. Liberal Arts Courses - Year 3 – Option 3

Option 3 students will usually be required to complete 18 credits of upper level Liberal Arts courses, chosen in consultation with the Journalism Program Chair.

4. The Post-Baccalaureate Diploma in Journalism

Length: 2 semesters + credit internship (33 credits)

The Post-Baccalaureate Diploma option, though not as extensive as the full Bachelor of Journalism degree program, is designed for those students who already hold a university degree and who wish to complete a concentrated professional program in one year.

The School of Journalism reserves a maximum of six seats for the post-baccalaureate diploma option, and thus entry is highly competitive.

Admission Requirements:

(1) A baccalaureate degree with evidence of outstanding achievement in the final two years of the degree (e.g., high academic standing, strong letters of reference, etc.); (2) work or volunteer experience in journalism or a related field is highly recommended; (3) a writing sample; (4) a selection interview with program faculty.

Students pursuing the post-baccalaureate diploma must complete 33 credits. Each student's program, including the internship placement, will be developed in consultation with the program Chair. The program courses will be distributed as follows: (1) a minimum of 6 credits in an area of specialization, (2) a minimum of 6 credits in critical issues and theory, (3) a minimum of 12 credits in publication production, (4) a minimum of 3 credits in photography and visual design,

and (5) a 12-week credit internship (JOUR 399). Students taking the post-baccalaureate diploma option must complete both an internship (paid or unpaid) and the JOUR 399 internship course to graduate. Those students who are unable to complete the internship component may transfer their journalism credits to the regular two-year program.

Post-Baccalaureate Diploma Option: Sample Program:

Course	Title	Credits
	Fall Semester	
JOUR 320	Skills and Techniques of Journalism	3
JOUR 453	Corporate and Organizational Communications	3
JOUR 454	Magazine Writing and Production	3
JOUR 470	Media Law and Ethics	3
FINA 176	Introduction to Photography	3
	Winter Semester	
JOUR 310	Newspaper Production Workshop	3
JOUR 360	Politics, Economics, and Geography	3
JOUR 430	Editing, Layout, and Graphics	3
JOUR 454	Magazine Writing and Production	3
JOUR 455	Media and Public Relations	3
	Spring and Summer Semesters	
Credit Internship, JOUR 399		3

Bachelor Of Natural Resource Science Degree Program

Dean of Science
F. COLIN JAMES, B.A., (Hons), Ph.D.

Chairperson and Coordinator
JOHN KARAKATSOULIS, B.Sc.

Program Description

In a world where specialization is the norm in university training for careers in the natural resource professions, the demand from industry and government agencies is increasingly for professionals who are generalists. The BNRS program addresses this need by providing a course of study that is unique in its scope and purpose. The program consists of 126 credits which can be completed in four or five years on a full-time basis or up to seven years on a part-time basis once admitted to the program.

The purpose of the BNRS degree program is to prepare students for careers in a wide range of natural resource sector jobs and for further academic study in graduate school. The program goals are met by providing a unique combination of courses covering biology, ecology, scientific methods, and sector-specific resource management skills in a cooperative education format. Students will learn problem solving, oral and written communication skills, and integration of various disciplines in both an independent and team environment.

By understanding the scientific, economic, and social basis of natural resource issues, graduates of the program will be able to effectively interface between diverse interest groups, all having a stake in how our terrestrial and aquatic ecosystems are managed.

Courses and field work dealing with management of the various sectors give students technical skills in a wide variety of management disciplines. Upon graduation, students will have acquired a wide range of technical abilities in assessing the status of ecosystems. This assessment covers aspects such as forestry, fisheries, range, and recreation.

Possible areas of employment after completion of the BNRS degree include resource management and planning for government or industry, operational forestry, and teaching. In addition, the degree will qualify students for academic studies at the graduate level.

For students interested in certification by a professional association, UCC is seeking accreditation for selected specific courses from the Association of British Columbia Professional Foresters.

Completion of the BNRS degree fulfills the academic requirements of the B.C. Institute of Agrologists and Professional Biologists.

As well, students wishing to enter a teaching program at the secondary level can do so with an additional 6 credits of upper level biology courses. Please see the chairperson before planning electives.

UCC is an equal opportunity educational institution, and encourages applications from women, First Nations students, challenged students, visible minorities, and international students who wish to pursue a degree in Natural Resource Science.

Admission Requirements

Academic Requirements

B.C. Grade 12 or equivalent, or Mature student status or previous post secondary experience

B.C. English 12 with a minimum grade of “B” within the last 5 years, or LPI with at least level 4 within the last 2 years or completion of ENGL 060.

B.C. Biology 11 (or BIOL 050), Chemistry 11 (or CHEM 050), Principles of Mathematics 12 (or MATH 061) and Physics 11 (or PHYS 050) with at least C+. Students with Biology 12 (BIOL 060 or BIOL 062), Chemistry 12 (CHEM 060) and Physics 12 (PHYS 060) will be given preference.

Minimum G.P.A. of 2.5 calculated over all course work from grades 11, 12, and post secondary credits.

General Requirements

Attendance at one general orientation session is required. This will be a one hour summary of program policies, requirements, and content. Call (250) 828-5467 for dates and times.

Documentation Required

Official transcripts of previous secondary and post-secondary educational records.
Proof of Citizenship or Landed Immigrant status.

Entry Levels, Promotion and Transfer Credit

Entry into the Program can be at the first, second or third year levels. There is no entry into the program at year 4. Promotion from year to year will require a minimum grade of C each year and a minimum grade of C in all required NRSC, FRST, ENGL and BIOL courses.

Course equivalencies from other institutions will be based upon the British Columbia Transfer Guide, or a review of course outlines for courses not included in the Guide.

The transfer policy for BC Technology graduates is explained below.

Cooperative Education

Students may apply to enter a Co-operative Education option. Participation in Co-op extends graduation by one year. Co-op Education integrates academic studies with paid periods of relevant work experience. The Co-op program allows students to gain first hand experience working in a variety of resource areas and participating employers get exposure to potential future employees. Securing a job placement in the Co-op program is competitive and the number of jobs available will depend on the number of participating employers. Students are not guaranteed job placement in any given workterm.

Students must apply to participate in the Co-op program. Students will be chosen by a selection committee based on grades and completion of specific courses. Students must complete all registered first and second year courses, maintain a minimum GPA of 2.33 each year and maintain a minimum C in all NRSC, FRST, ENGL and BIOL courses.

Students accepted into the Co-op program must participate in a "Working to Learn" course which offers instruction in job search skills and workplace professionalism. Refer to the Co-operative Education section of the calendar for detailed information on Co-op policies and procedures and tuition fees.

Students who choose not to take the co-op education component can normally complete the degree in four years. See the Department Chairperson for details.

	Year 1	**Year 2**	**Year 3**	**Year 4**	**Year 5**
Sept-Dec	Academic Semester 1	Academic Semester 3	Co-op Work Term 2	Academic Semester 6	Academic Semester 7
Jan-April	Academic Semester 2	Academic Semester 4	Academic Semester 5	Co-op Work Term 4	Academic Semester 8
May-Aug		Co-op Work Term 1	Co-op Work Term 3	Co-op Work Term 5	Grad-uation

Limitation of Enrolment

The total number of places available is 27 at the first year level, hence **achievement of the minimum G.P.A. does not guarantee entry into the Program**. All applications received by the deadline (April 15) will be evaluated on the basis of G.P.A. and additional documentation stating interest in natural resources and previous outdoor experience. Applicants must attach a resumé or cover letter to the Application form. Applicants will be notified if an interview is required.

Application Procedure

The required documentation is:

- $15.00 Application Processing Fee if you have never attended UCC
- A completed Application for Admission form and questionnaire
- Note: Applications Deadline is April 15
- Official transcripts of previous secondary and post-secondary courses or official interim grades

Please telephone the Admissions Department at (250) 828-5251 if you have any questions.

Course Requirements

Semester 1		Semester 2	
BIOL 111	Principles of Biology 1	BIOL 121	Principles of Biology 2
COMP 135	Information Systems and Computerized Information Analysis.	ECON 190	Principles of Microeconomics
ENGL 110	Composition	ENGL 111**	Prose Fiction
FRST 112	Dendrology 1	FRST 122	Dendrology 2
MATH 115	Calculus for the Biological Sciences 1	* Elective	
Total 15 credits		Total 14 or 15 credits	

* see the department Chairperson before selecting an elective

** Students achieving a grade of B or higher in ENGL 110 will not be required to take ENGL 111. Students not taking ENGL 111 must take a 3 credit elective.

Semester 3		Semester 4	
BIOL 300	Biometrics	CHEM 120	Principles of Chemistry 2 or CHEM 121
CHEM 110	Principles of Chemistry 1 or CHEM 111	ENGL 230	Critical Thinking & Writing for Science and Technology
FRST 200	Introduction to Study of Soils	FRST 211	Forest Mensuration
FRST 210	Forest Ecology and Silvics 1	FRST 220	Forest Ecology and Silvics 2
NRSC 223	Geographic Information Systems	TBA	TBA
Total 16 credits		Total 15 credits	

Semester 5		Semester 6	
ADVG 420	Recreation and Tourism Management	NRSC 320	Silviculture
BIOL 303	Population Biology	NRSC 326	Limnology
ECON 370	Benefit-Cost Analysis and Program Evaluation	NRSC 402	Natural Resource Entomology
NRSC 300	Ecology and Evolution of the Vertebrates	NRSC 403	Natural Resource Pathology
NRSC 311	Range Ecology	NRSC 413	Fire Ecology and Management

NRSC 317	Ichthyology		
Total 18 credits		Total 15 credits	
Semester 7		Semester 8	
ANTH 219 or	Ancient North Americans	ECON 371 or	Economics of the Environment
ANTH 327	First Nations Natural Resource Management	ECON 374	Land Use
NRSC 321	Range Management	NRSC 410	Fisheries Management
NRSC 322	Wildlife Management	NRSC 411	Watershed Management
NRSC 325	Natural Resource Field Studies	NRSC 421	Conflict Resolution in the Natural Resources
NRSC 423	Graduating Essay	NRSC 423	Graduating Essay
		1 Elective	
Total 13.5 credits		Total 16.5 credits	
Note: One additional "floating" elective is required and can be taken at any time during the degree program.			

Entry to Program for Technology Graduates

B.C. Forestry or Natural Resource Technology graduates who achieve at least a 65% overall average, including a minimum of 70% or a 'B' in Computing, Measurements and Statistics courses, will take the following courses in the first year of the BNRS program. Following successful completion of these courses, students will enter Year 3. Technology graduates will have 2 electives in the Program.

Fall Semester	Winter Semester
BIOL 111	BIOL 121
CHEM 110	CHEM 120
ECON 190	ENGL 230
FRST 112	FRST 122
FRST 210	FRST 220
NRSC 223	
19 credits	15 credits

Electives

There are 9 elective credits in the Program. Any college level credit course is acceptable as an elective, except those with equivalent content to core program courses. Selection of electives should be discussed with the Program Coordinator.

Course Descriptions

See **Course Description** section at the back of this calendar for detailed course information.

Bachelor of Natural Resource Science Honours Program

Program Description

The Bachelor of Natural Resource Science (BNRS) Honours Program is designed for students who demonstrate academic excellence, and who wish to develop their scientific skills by conducting an individual research project under the supervision of a faculty member. The program will be especially appealing to students contemplating graduate studies following the completion of the undergraduate degree.

Upon successful completion of the program, students would receive the "With Honours' distinction on their degree, and assign to their name the title "BNRS (Hons.)."

It will be the responsibility of the student to approach faculty members regarding supervision. Department faculty will be under no formal obligation to supervise Honours students, and our departmental policy will be that faculty should supervise no more than two Honours students at a time. Thus, neither the Department of Natural Resource Sciences nor the University College of the Cariboo will be obliged to identify a supervisor, even in the event that the student meets the academic criteria needed for entry into the Honours Program.

Thesis supervision by scientists external to the Department of Natural Resource Sciences may be permitted under certain conditions. The first step will be a letter submitted to the Department, by the student, outlining the proposed research and the credentials of the proposed supervisor. Consideration of the proposed external supervisor will be made jointly by the full-time department faculty, and decisions will be final. The faculty may request a letter and CV from the potential supervisor, in order to ensure he or she possesses the necessary credentials, and that he or she recognises the responsibility associated with the supervision of an Honours thesis.

Selection of Thesis Project

The selection of the thesis project is the responsibility of the student and the thesis supervisor. The general criteria is that the thesis should present a piece of individual, original research that contributes to scientific knowledge. The student should work closely with the supervisor, and he or she should take the lead role in the collection and analysis of the data. Identification of the thesis project should be accomplished at the very latest by the end of September, and a written Thesis Project Plan must be submitted to the student's supervisor and the Honours Coordinator by the end of the sixth week of classes in September.

Selection of the Thesis Examining Committee

The Thesis Examining Committee shall be composed of the Honours Program Coordinator, the thesis supervisor, and at least one other faculty member from UCC, or under special conditions, a scientist or authority from outside the UCC community. In cases where the Honours Program Coordinator also is the thesis supervisor, then an additional faculty member will be appointed to the committee.

A form listing the tentative title of the thesis and the Thesis Examining Committee must be submitted to the Honours Program Coordinator before the end of the Fall semester.

Admission Requirements

Students pursuing a BNRS degree normally will apply for admission into the Honours Program prior to completion of Year 3. This will be in April for non co-op students or in December for co-op students. A decision on the application by the Department of Natural Resource Sciences will be rendered after grades for their final Year 3 semester have been tabulated.

Requirements for Acceptance into the Program

Year 4 standing: The student must have completed all courses in the first, second and third year of the BNRS program.

The student must maintain a GPA of 3.5 during their first, second and third years in the BNRS program.

Supervision: A full-time faculty member (lecturer) from the Department of Natural Resource Sciences must agree to act as supervisor for the student's thesis.

Course Requirements

Honours students will take the following courses in the last year:

Semester 7

NRSC 321	Range Management
NRSC 322	Wildlife Management
NRSC 325	Natural Resource Field Studies
ANTH 219	Ancient North Americans
or	
ANTH 327	First Nations Natural Resource Management
NRSC 498	Honours Seminar
NRSC 499	Honours Thesis
Total: 17 credits	

Semester 8

NRSC 371 or	Economics of the Environment
ECON 374	Land Economics
NRSC 410	Fisheries Management
NRSC 411	Watershed Management
NRSC 421	Conflict Resolution

NRSC 499	Honours Thesis
Total: 15 credits	

Minimum credits required to graduate with the BNRS (Hons.) degree: 128

Bachelor of Science in Nursing Program

Associate Dean, School of Nursing
CHINNAMA BAINES, R.N., B.Sc.N., M.Sc.N.

Chairperson, Nursing
PENNY HEASLIP, R.N., B.Sc.N., M.Ed.

Program Description

This is a generic baccalaureate degree program which leads to a Bachelor of Science in Nursing and prepares the graduate for Canadian Nurse licensure as a registered nurse (RN).

The curriculum is developed collaboratively with nine other nursing education programs in the Province of British Columbia (Camosun College, Douglas College, Langara College, Kwantlen University-College, North Island College, Selkirk College, Malaspina University-College, Okanagan University-College and University of Victoria.

Collaborative curriculum allows for transferability of students among these nursing education programs.

The purpose of the program is to educate nurses to work with individuals, families, groups or communities from a health promotion perspective and an ethic of caring.

The collaborative curriculum is based on a philosophy which reflects a commitment to consider the changing health care needs of our society. Emerging from the philosophy is the metaconcept of caring. Caring is understood as the attitude and activity of nursing and will be considered in every nursing course. Nursing practice experiences have been planned and integrated throughout the program of studies.

This is a semestered program with most courses offered during September to May. The period from June to August is usually available for practicum, work experience and vacation. Contact the School of Nursing for scheduling details.

The program consists of courses in nursing, the humanities, and the physical and social sciences as they are applied to the nursing care of individuals and their families. Studies will give students the technical knowledge, human understanding and practical skills to provide responsible and competent client-centered care. Graduates of the program will be prepared to function as team members in non-specialized/specialized acute care, intermediate and/or extended care hospitals, clinics, home care agencies and community health agencies. The program has been granted the maximum seven-year national accreditation from the Canadian Association of University Schools of Nursing in 2000.

Experiences in acute care hospital, extended care hospital, intermediate care hospital and other community health agencies and homes will be included in each semester. Other outlying agencies in the region may be used for clinical practice. Practicum courses may also include evening and weekend experiences. Students may be required to travel outside of Kamloops for practicum experiences.

To become a registered nurse, graduates are required to write and pass the Canadian Registered Nurse Examination (CRNE). Students applying for CRNE examination and registration are asked to provide information regarding any convictions for criminal offences (other than minor traffic violations). Candidates with criminal convictions may not be eligible for registration.

Admission Requirements

A selective admission process is used to determine admission to year one of the BSN Program. Specific criteria for the selection process will be made available to applicants.

Minimum Criteria for Admission

a) Educational Requirements

1) B.C. Grade 12 or equivalent; or mature student status
2) B.C. Chemistry 11, or equivalent; C+ minimum grade
3) B.C. Math 11 (Principles), or equivalent; C minimum grade
4) B.C. Biology 11, or equivalent, C+ minimum grade
5) One B.C. Grade 12 Science (or equivalent, C+ minimum grade). If this course is Biology 12, the requirement "4" above is waived. Note: Biology 12 or BIOL 060 is recommended.
6) 73% on the combined English 12 and Government exam (within the last 5 years)

   or Level 4, on the composition section of the Language Proficiency Index (within the last 2 years)

   or completion of English 060

   or completion of CESL 057 and CESL 058 with a grade of B- or better.

b) General Requirements

1) Successful medical
2) Complete immunization schedule

Canadian citizenship or landed immigrant status

Attend Program Orientation on August 29, 2002

Criminal Record Review (CRR)

Information regarding CRR is provided for students based on its implications for Practicum experience.

- The Criminal Records Review Act came in to effect on January 1, 1996.
- Students seeking Practicum or work experience placement in child care facilities licensed under the Community Care Facility Act and Child Care Regulation will require a CRR.
- Students seeking Practicum experience in other types of services for children may be required to complete an over the counter criminal record check (CRR) at their local police station or RCMP detachment.
- Some practice agencies may require to complete both a criminal record review (CRR) and an over the counter record check (CAC).

It is the student's responsibility to meet the requirements of practice agencies with regard to criminal record reviews and checks.

Appropriate CRC forms will be sent to successful (admissible) candidates only.

If you are a student member of the Registered Nurses Association of British Columbia (RNABC) the CRR service is provided by the Association.

Application Procedure

Prospective students must submit an application to the program to be received no later than February 15, 2002. The application should include evidence of meeting all program prerequisites. A selective admission process is used to determine admission to year one of the BSN program. Applicants who meet the educational requirements **may** be required to attend a selective admission interview.

During the selective admission process a structured format is followed with all applicants being evaluated against the same criteria. Applicants are ranked according to their responses and/or documents in a number of categories designed to determine, for example, communication skills, motivation, knowledge of the profession, scholastics, etc.

Each applicant will be placed into the following categories:

a. Accepted
b. Wait listed
c. Not accepted

Applicants will be notified by phone or in writing of their status before the end of May 2002. Note: Acceptance is conditional based on receipt of final grades.

In order to secure their seat in the program, students may be required to pay their tuition fees up to four months prior to start of their class. Applicants have the right to appeal admission decisions. Appeal procedures are described in the Academic Information section of the calendar.

Special Admission Status

Applicants seeking Mature Student status should refer to the Academic Information section of the Calendar. Mature students will normally be required to meet the Science, Math and English prerequisites.

Mature students who have recently completed BIOL 159/169 or equivalents with a C+ or above grade may have the Chemistry 11, Biology 11 and Science 12 prerequisites waived. Consult with the Chairperson, Nursing.

Applicants who have a valid combination of previous nursing education and experience, at least at the Licensed Practical Nursing or Registered Psychiatric Nursing level, and a suitable academic background, may be granted appropriate credit in the program. Candidates for admission under these provisions should apply for Special Admission Status. This special status applies only to students who can demonstrate the appropriate combination of education, experience, and academic credentials and each case will be handled on an individual basis. Prior Learning Assessment and Recognition (PLAR) may be used to establish special status. Contact the Chairperson of Nursing Programs for information.

Students with partial credit from recognized diploma nursing or Collaborative BSN program, may apply as transfer students and may receive transfer credit for some or all of their work.

Students who have previous post-secondary educational credits and wish to discuss their eligibility for an advanced placement in the program may contact the School of Nursing by telephone for individual counselling/advising.

Costs

- Tuition: See Fees section of calendar. Students should note the difference in tuition fees for upper level courses.
- $16.50 materials fee for courses shown with (L). (Subject to change.)

Nursing students are advised to budget for the following:

- Books, Manuals, etc., $1600 per year
- Stethoscope, $80
- Computer mouse, $20
- Uniforms (approximately), $100
- Scissors, $10
- White WCB approved footware, $100
- Room and Board, As arranged by the student
- Travel Expenses, As arranged by the student

- Out of town accommodation may be necessary for preceptorship experience
- Canadian Registered Nurse Examination Fee, $200 (subject to change). (At time of Graduation).
- Graduation Activities, As arranged by the student
- Graduation Pin (as preferred by student), $150
- RNABC Student membership, $50.00 initially; $35.00 renewal annually
- Self defence workshop, $25
- Nursing Undergrad Society Annual Fees (approx. $25.00 per year)

Awards and Scholarships

Several awards have been generously made available to nursing students. Please refer to Financial Aid and Awards booklet.

Generic Program Requirements

Semester 1	
NURS 115	Health Styles
NURS 116	Professional Growth 1: Nurses' Work
NURS 117	Self and Others I: Self Awareness
NURS 118	Nursing Practice 1
BIOL 159	Human Biology: Anatomy & Physiology I (L)
ENGL 110	Composition (or equivalent)
Semester 2	
NURS 125	Health 2: Facilitating Health and Healing in Families
NURS 127	Self and Others 2: Creating Health-Promoting Relationships
NURS 128	Nursing Practice 2 (L)
BIOL 169	Human Biology: Anatomy & Physiology 2 (L)
ENGL 111	Introduction to Prose Fiction (or equivalent)
NURS 138	Consolidated Practice Experience 1 (4 weeks) May
Semester 3	
NURS 218	Nursing Practice 3 (L)
NURS 219	Healing 1: Episodic Health Challenges
HLSC 259	Health Science 3
Elective #1	100T UT Student Choice
Semester 4	
NURS 226	Professional Growth 2: The Nursing Profession
NURS 228	Nursing Practice 4 (L)
NURS 229	Healing Workshop 2: Complex Episodic Health Challenges
HLSC 269	Health Science 4
NURS 238	Consolidated Practice Experience: 2 (4 weeks) Spring/Summer
Semester 5	
NURS 317	Self & Others 3
NURS 318	Nursing Practice 5
NURS 319	Health 3: Teaching and Learning for Prevention
HLSC 359	Healing/Health Sciences: Advanced Health Challenges
Semester 6	
NURS 341	Nursing Inquiry
NURS 350	Health 4-Health Promotion & Community Development
NURS 351	Nursing Practice 6
NURS 360	Professional Growth—Research
PHIL 231	Health Care Ethics
NURS 338	Consolidated Practice Experience (6 weeks) Spring/Summer
Semester 7	
NURS 430	Professional Growth—Nurses Influencing Change
NURS 431	Nursing Practice 7
Elective	200+ UT Transfer, Interdisciplinary Course
Or	
HLSC 302	Health and Human Service Studies
NURS 438	Consolidated Practice Experience (6 weeks)
	Any one of the following Groups:
NURS 420	Health Transitions-Complex Health Challenges
NURS 421	Complex Episodic Nursing Practice
Or	
NURS 440	Health Transitions: Community Nursing
NURS 441	Community Nursing Practice
Or	
NURS 460	Health in Later Life (UCC Distance only)
NURS 461	Gerontological Nursing Practice (UCC Distance only)

Students can choose any prescribed elective at the 100 or higher level for package I and II (6 credit total). Electives are non-nursing courses with University transfer credits.

Other Requirements

Students must complete CPR C (Basic Rescuer) prior to entering the program. Fees for this course are in addition to program tuition.

It is required that students have a current CPR `C' prior to clinical experience and must maintain certification every 2 years throughout the program

Students must be students members of RNABC and must maintain the membership throughout the program. Registered Nurses entering the degree completion of the program must maintain active membership in RNABC.

Promotion Policy

Clinical agencies may request students to provide a criminal record review prior to entering the practice setting (see information related to CRR). Students must achieve at least a C grade in each required course in the BSN program and maintain a cumulative Grade Point Average (GPA) of 2.33 in order to progress to the next semester of the program. Students must also successfully complete all nursing practice courses in order to progress to the next semester of the program. If a student falls below a GPA of 2.33 or obtains less than a C in a required course, the Associate Dean Nursing and Chairperson Nursing may assess the progress of the student on an individual basis. The student will normally be required to repeat the course to achieve a C or better grade.

Students must attain a minimum grade of D in ENGL 110, 111, PHIL 231, and one 3 credit elective prior to entering Semester 6 courses. It is highly recommended that students complete the English requirements prior to entry into Year 2.

Because of the importance of safety in nursing, students who fail to achieve a C in any NURS course will not be permitted to advance in either theory or clinical courses until they have successfully repeated the course(s). This usually means waiting until the course is offered again the following year.

Advance Credit Policy

To receive advance credit (transfer credit) for any of the required courses in the Nursing Program, students must have a C (64%) minimum grade in that course. Required courses eligible for advance credit (transfer credit) will be included in the GPA calculation.

Grades for required courses taken at UCC prior to entry into the program will be calculated in the GPA.

Nursing Practice Experiences

Practice experiences will take place in local and regional hospitals and community health agencies. Students may be required to complete nursing practicums/preceptorships in agencies located outside of Kamloops. Students must provide their own transportation to the agencies involved in nursing practice courses and are also responsible for accommodation and related expenses. A selection process based on student application exists for students requesting practice experiences out of Kamloops.

Graduation

The student will receive the University College of the Cariboo BSN degree upon graduation. The degree does not qualify the graduate to undertake employment as a registered nurse, but graduates are eligible to write the Canadian Registered Nurse Examination. Contact Chairperson, Nursing for specific graduation requirements.

Completion Requirement

For students enrolled in the BSN program on a full time basis, program completion is expected within 7 consecutive years for BSN degree completion. Students will be assessed on an individual basis.

Degree students must apply to the UCC Registrar's office in November for permission to graduate and attend the convocation ceremony the following spring.

Failures and Repeats

Students who fail or withdraw from courses in the program may continue in the program subject to prerequisite requirements. Such students may then repeat the deficient courses in a subsequent year, subject to the availability of space.

Failing or withdrawing students should recognize that there is no guarantee of the opportunity to repeat. When the number of repeating student applicants for a program exceeds the number of available seats, the student(s) admitted will be those who achieved the highest average cumulative GPA within the Nursing Program. The department may require potential repeating students to challenge certain portions of courses in which they previously received credit in order to assess the currency of practical skills. Demand for seats in the program is such that space for course repeaters is unlikely to be available.

A student who has previously failed in a health-related program and who subsequently applies for admission to the same program or to another health-related program will be regarded as a repeating student, unless he/she can show cause for being treated as a new student.

A student who receives a failing grade in a course for failure to meet objectives related to professional accountability or patient safety may be refused re-admission to the program, or another health-related program, at the recommendation of the Department Chairperson and on the approval of the Associate Dean, School of Nursing.

All potential repeating students are reminded that they are subject to program completion time requirements.

Re-Admission

Students re-entering the program are required to :

- Submit in writing to the Chairperson, Nursing, the intent to re-enter the Nursing Program four months prior to the anticipated re-entry.
- Make an appointment to see the Chairperson, Nursing for the purpose of assessment. This interview should be during the month of April for September re-entry, month of August for January re-entry and month of November for April re-entry.
- Students are reminded of the program completion requirement and the failures and repeats policy as stated in the College Calendar.

Post-Diploma BSN Degree Program

Post-Diploma B.S.N. Degree Program Goals:

1. Promote the development of knowledge and skills essential to promote the health of individuals, families, groups, or communities.
2. Increase the nurse's ability to think critically and clearly express ideas verbally and in writing.
3. Enhance the nurse's ability to provide leadership for change in a diverse and dynamic health care context.
4. Foster the nurse's appreciation of multiple ways of knowing related to nursing knowledge development and inquiry (e.g.: phenomenology, critical social, natural science) and enhance these ways of knowing in his/her nursing practice.
5. Facilitate individual achievement of professional development goals of the Registered Nurse.

Admission Requirements for Registered Nurses to access Degree completion

Admission to the Bridge-in component requires a separate application be sent to Admissions at UCC by April 1st and is based on meeting the following program requirements.

- Proof of RNABC registration and active practising membership as a Registered Nurse in British Columbia which must be maintained for the duration of the program.
- Canadian citizenship, Landed Immigrant status or valid student permit issued by Canada (indicating UCC as a place of study).
- Satisfaction of the UCC English requirement, which can be met by any ONE of the following:
    1. A score of 80% or above on the BC Provincial Grade 12 English Examination within the last 3 years prior to admission, or LPI Level 5 within the last 2 years.
    2. Specific equivalency to UCC ENGL 110 (3 credits).

       Full-time students not exempted from the requirement must register in ENGL 110 or equivalent courses required to meet the English requirement

before the end of their second year. Part-time students are encouraged to complete their English requirement as soon as possible, but are not required to do so until they have accumulated 6 credits.

- Student must be enrolled in the degree completion portion of the BSN program in order to take NURS courses.

Credit Requirements

120 credits required.

75 transfer credits to the BSN program are to be awarded for a diploma in nursing.

45 credits to be achieved post-diploma and may consist of the following:

- Maximum 12 Prior Learning and Assessment Recognition (PLAR) Credits
- Maximum of 22.5 credits transferred from an accredited Post-Secondary Institution.
- Maximum 9 credits (based on individual assessment) from Canadian Nurses Association Certification Program or like professional credentialing institutions.
- 15 of 45 post-diploma credits are to be at the fourth year level.

All credits earned towards Post-Diploma BSN degree must be at the 300 to 400 University Transfer level.

Credit will be granted towards the degree when course grade is a C+ (or 2.33 standing in 2002) or better.

The post-diploma credits are to consist of the following 19 core credit courses (or equivalent courses):

- NURS 320 or NURS 341
- NURS 377
- NURS 350 or NURS 430
- NURS 351 or NURS 431
- NURS 360
- HLSC 302

Complementary credit courses are to be comprised:

- 20 credits of nursing or health science courses (300+)
- 6 credits electives (300+level) which may be non-nursing/health science

Residency Requirements

50% of post-diploma course work must be done at UCC.

- PLAR courses through UCC count towards residency requirements.
- PLAR courses through other institutions count as 'transfer' credits.
- May transfer up to 22.5 credits towards the required 45 credits.
- The 75 'block credits' awarded for nursing diploma will not be considered as an element of residency requirements.

Progression Requirements

Maintain a 2.67 grade point average throughout the program.

Maintain active British Columbia Registered Nurses Association membership.

Complete degree requirements in 6 years.

Course Descriptions

See **Course Description** section at the back of this calendar for detailed course information.

Bachelor Of Science Degree Program

Dean

F. COLIN JAMES, B.A. (Hons), Ph.D.

Chairpersons

KEVIN O'NEIL, B.Sc., M.Sc., Computing Science
DOUG BICKLEY, B.Sc., M.Sc., Ph.D., Chemistry
VALERIE COLLINS, B.Sc., M.Sc., Ph.D., Biological Sciences
DENNIS ACREMAN, B.A., M.Sc.,Ph.D., Mathematics & Statistics

The Bachelor of Science program is a rigorous program that provides students with both depth and breadth in their science education and emphasizes the acquisition of communication skills and promotes computer literacy. The program also provides flexibility so that students may pursue interests in disciplines outside their area of specialization.

UCC offers three routes to a Bachelor of Science degree: a Major in a specific discipline or disciplines, an Honours program in a specific discipline (currently available only in Biology), or a General Science degree.

Majors Program

The Bachelor of Science (B.Sc.) Majors program is intended for students wishing to specialize in a single field of science. This may lead to graduate study if a sufficiently high standing is obtained.

The courses available in the B.Sc. Majors program also meet the course requirements for entry into a variety of professional programs such as Dentistry, Medicine, Pharmaceutical Sciences and Rehabilitation Sciences at UBC and most other universities offering similar programs, the Veterinary Medicine program at the Western College of Veterinary Medicine at the University of Saskatchewan and the pre-veterinary year at the Ontario Veterinary College at the University of Guelph, the Optometry program in the School of Optometry at the University of Waterloo, the Chiropractic program at Canadian Memorial Chiropractic College and the Naturopathic Medicine program at the Canadian College of Naturopathic Medicine,

as well as similar programs at other institutions in Canada and the United States. Completion of these course requirements does not guarantee admission to these programs. Specific university calendars should be consulted for detailed admission requirements and application procedures for these programs.

Majors in the following areas are offered at UCC: Animal Biology, Ecology and Environmental Biology, General Biology, Chemical Biology, Chemistry, Computing Science, Environmental Chemistry, Mathematics, Mathematical Sciences and Physics. Students wishing to enter a Major Program in these areas should meet with the B.Sc. Advisor for further information.

Students wishing to include a broader range of courses in a Major Program may be able to proceed in a B.Sc. Major program at UCC by completing as many of their course requirements as possible at UCC, and completing any remaining course requirements (to a maximum of 30 credits) at another university as a 'visiting student.' A Letter of Permission from UCC is required for 'visiting student' status.

Majors Program With a Minor

Students in the B.Sc. Majors Program may also complete a Minor in a discipline or disciplines outside their major. This allows the student to acquire extensive experience in an area outside the discipline of their Major, and to identify this experience as a component of their degree on their transcript.

A student may pursue a Minor in either another area of Science (Biology, Chemistry, Computing Science, Mathematics and Statistics, or Physics) or in a discipline within the Arts for which sufficient upper level (300 and 400 level) courses are available.

A Minor in Business is available to students in the B.Sc. Majors program.

A Cross Disciplinary Minor in Archaeology and Geology (Geoarchaeology) is available to students in the B.Sc. program.

A Minor requires the completion of at least 30 credits and no more that 42 credits in the area of the Minor. At least 18 of these credits must be at the upper level. No more than three (3) of the required upper level credits can be the same for both the Major and the Minor. In addition to this, Minors in some disciplines have more specific requirements.

A Minor in Chemistry requires that at least one (1) of the upper level credits is in a laboratory course.

A minor in Archaeology and Geology must include:

- 3 credits in first or second year Archaeology from; ANTH 111 or ANTH 119 or ANTH 219
- 9 credits in third and fourth year Archaeology from; ANTH 305, ANTH 306, ANTH 411, ANTH 420, ANTH 433
- GEOL 111 or GEOG 112
- GEOL 205 or BIOL 121
- 9 credits in third and fourth year Geology from; GEOL 301, GEOL 303, GEOL 319, GEOL 425, GEOL 448

A Minor in Business must include the following courses: ECON 190 and 195, STAT 200 or BUEC 232, BBUS 221 and 254, BBUS 303, 312, 343 and 381, BUEC 333, and one additional 300 or 400 level BBUS, BUEC or ECON course.

Students taking a Major in Mathematical Sciences cannot take a Minor in Computing Science.

Specific requirements for Minors programs in the Arts disciplines are detailed in the Bachelor of Arts Degree Program section of the calendar. Students intending to complete a Minor in one of these disciplines are advised to consult the B.A. Advisor.

Students considering a Minor must plan their program very carefully and should complete during their first two years any lower level (100 and 200 level) prerequisites required for the upper level courses they plan to take in the field of their Minor. In most cases the completion of a Major and a Minor will require the completion of more than 48 upper level credits and may, depending upon what lower level courses are taken, require the completion of more than a total of 120 credits for graduation.

Double Majors Program

Students in the B.Sc. program may complete Majors in two different disciplines. These may include two Science disciplines or one Science and one Arts discipline. (For example, Biology and Chemistry, Chemistry and Physics, Computing Science and Mathematics, Mathematics and Physics, Biology and English, etc.) A Double Major is not permitted in Mathematics and Mathematical Science since the amount of overlap in required courses in these two Majors is too great. A Double Major requires the completion of all the specific requirements for each Major and no more than six (6) of the required upper level credits can be the same for the two Majors. The completion of a Double Major will normally require five years (10 semesters) of study rather than the four years (8 semesters) required for a Major. Students wishing to plan a Double Major program should meet with the B.Sc. Advisor for further information.

B.Sc. Co-operative Education Degree Program

B.Sc. students majoring in Biology (Animal, General, Ecology and Environmental Biology), Chemical Biology, Chemistry (Chemistry or Environmental Chemistry), Physics or Computing Science may apply to enter a Co-op Education option in their program. Co-op Education integrates academic studies with paid periods of relevant work experience and usually extends the graduation date by a year. Advantages of the Co-op option are that students get paid job experience in the field of their major and potential employers get exposure to potential future employees. Placement in the Co-op program is competitive, with most of the Co-op employers located outside of the Kamloops region. Students are not guaranteed job placement in any given work term.

Admission to the B.Sc. Co-op options is limited. Students will be chosen by a selection committee based on grades, completion of specific courses in the discipline, previous work and volunteer experience and a letter of application. Successful students will participate in a “Working to Learn” course which offers instruction in career development skills.

Biology Options: Applicants must maintain a cumulative GPA of 2.67 (minimum) in all B.Sc. degree courses. Students must complete four co-op work terms to graduate with Co-op Distinction. Biology students normally apply in the fall semester of their second year.

Biology Co-op Time Pattern

	Year 1	Year 2	Year 3	Year 4	Year 5
Sept -Dec	Academic Semester 1	Academic Semester 3	Academic Semester 5	Academic Semester 6	Co-op Work-term 5
Jan-April	Academic Semester 2	Academic Semester 4	Co-op Workterm 2	Academic Semester 7	Academic Semester 8
May-Aug		Co-op Workterm 1	Co-op Workterm 3	Co-op Workterm 4	Grad

Chemistry Options: Applicants must maintain a B average (minimum) in Chemistry courses and a cumulative GPA of 2.67 (minimum) in all B.Sc. degree courses. Students must complete four co-op work terms to graduate with Co-op Distinction. Chemistry students normally apply in the fall semester of their second year.

Chemistry/Environmental Chemistry Co-op Time Pattern

	Year 1	Year 2	Year 3	Year 4	Year 5
Sept-Dec	Academic Semester 1	Academic Semester 3	Academic Semester 5	Academic Semester 6	Co-op Workterm 5
Jan-April	Academic Semester 2	Academic Semester 4	Co-op Workterm 2	Academic Semester 7	Academic Semester 8
May-Aug		Co-op Workterm 1	Co-op Workterm 3	Co-op Workterm 4	Grad

Physics Option: Applicants must maintain a cumulative GPA of 2.67 in B.Sc. degree courses. Students must complete three co-op work terms to graduate with Co-op Distinction. Physics students normally apply in the fall semester of their third year.

Physics Co-op Time Pattern

	Year 1	Year 2	Year 3	Year 4	Year 5
Sept-Dec	Academic Semester 1	Academic Semester 3	Academic Semester 5	Academic Semester 6	Co-op Workterm 4
Jan-April	Academic Semester 2	Academic Semester 4	Co-op Workterm 1	Academic Semester 7	Academic Semester 8
May-Aug			Co-op Workterm 2	Co-op Workterm 3	Grad

Computing Science Option: Applicants must have completed the computing courses detailed in the Co-operative Education section of the calendar with a B-. Students must complete three co-op work terms to graduate with Co-op Distinction. Computing Science students normally apply in the fall semester of their third year.

Example of the Computing Science Co-op Time Pattern:

	Year 1	Year 2	Year 3	Year 4	Year 5
Sept-Dec	Academic Semester 1	Academic Semester 3	Academic Semester 5	Co-op Workterm 2	Academic Semester 8
Jan-April	Academic Semester 2	Academic Semester 4	Academic Semester 6	Academic Semester 7	Grad
May-Aug			Co-op Workterm 1	Co-op Workterm 3	

For more details on the Co-op program, including fees, other costs, and other co-op time patterns refer to the Co-operative Education section of the Calendar. Application requirements and deadlines are announced at the beginning of each term.

Course Requirements For A Major Program

Completion of a Bachelor of Science Major Degree requires the completion of 120 UCC credits of course work. Normally 30 credits are taken each year for a period of four years. Completion of the degree on a part-time basis is also possible. A detailed description of course requirements is found below under “Graduation Requirements”.

Lower Level and Upper Level Requirements

Specific lower level and upper level requirements are listed on the following pages under each Major Degree Program. Students must ensure that during their second year they complete necessary prerequisites to the courses they plan to take in subsequent years.

Honours Program

The intention of Honours programs is to provide motivated students with the opportunity to develop their research skills under the supervision of a faculty member and to have this recognized as part of their program. The completion of an Honours program should provide a competitive edge for students wishing to enter graduate or professional schools.

At present, Honours programs for B.Sc. students are available only in the field of Biology and specific requirements are listed under “Biology Majors and Honours Programs”.

General Science Degree Program

The General Science program, leading to a Bachelor of Science degree, gives students a broader, yet still rigorous, education in science than the Majors program. The program offers students the opportunity to specialize at the upper level (third and fourth years) in two or more of the areas of biology, chemistry, earth sciences, mathematical and computing science (mathematics, computing science and statistics), and physics.

The goal of the General Science Degree Program is to give flexibility for graduates in the choice of career opportunities. Graduates should be particularly well prepared to enter a B.Ed. Secondary Program to qualify for teaching in B.C. secondary schools. The degree can be used as the basis for entry into graduate school in some subjects, while for others further qualifying studies may be required. The courses available in the General Science Program also meet the course requirements for entry into the Faculty of Dentistry and the Faculty of Medicine at UBC and most other universities offering these programs, as well as the Veterinary Medicine program at the Western College of Veterinary Medicine at the University of Saskatchewan and the Pre-Veterinary year at the Ontario Veterinary College at the University of Guelph. Completion of these course requirements does not guarantee admission to these programs. Specific university calendars should be consulted for detailed admission requirements and application procedures for these programs.

The Bachelor of Science Degree in General Science also serves as excellent preparation for students planning to enter programs in Law and in Business Administration (M.B.A.).

Course Requirements For The General Science Program

Completion of the Bachelor of Science Degree in General Science requires the completion of 120 UCC credits of course work. Normally 30 credits are taken each year for a period of four years. Completion of the degree on a part-time basis is also possible. A detailed description of course requirements is found later under 'Graduation Requirements'.

Lower Level Requirements (100- and 200-level courses)

Students in the B.Sc. in General Science must take (or have taken) 6 UCC credits of 100 level mathematics (calculus) and three credits of 100 level introductory courses in each of chemistry, computing science (specifically COMP 100 or COMP 113), physics, and either biology or geology. The specific courses that are acceptable are listed under “Graduation Requirements”. Students must also take 6 additional UCC science credits from any area of science (astronomy, biology, chemistry, computing science, geology, physical geography, physics, statistics) during their first two years. In addition, students must ensure that they obtain first year prerequisites for all second year courses they will require.

During the first two years at least six credits of English must also be completed. (Students who do not achieve a high level of performance in their first English course will be required to complete 9 credits of English.)

The General Science program requires careful planning by the student. Students must ensure that during their second year they complete the prerequisites to the upper level (300- and 400-level) courses they plan to take in subsequent years. Failure to do so may result in more than four years being required to complete their degree.

Students with sufficiently high standing may, with special permission from the B.Sc. Advisor, enrol in a limited number of upper level courses prior to admission to third year. Normally, this may not exceed 6 upper level credits. These will count toward the 48 credits of upper level courses required for graduation.

Upper Level Requirements (300- and 400-level courses)

There are two alternative routes to degree completion in the General Science program, both of which require completion of a minimum of 48 UCC credits of upper level courses. Of these upper level courses, a minimum of 30 credits or 36 credits, depending upon the alternative chosen, must be in upper level science courses (biology, chemistry, computing science, earth sciences, mathematics, physics, and statistics), with the remaining upper level courses chosen from science (biology, chemistry, computing science, geology, mathematics, physics, statistics) or arts courses.

Alternatives:

Completion of 18 upper level credits in each of two areas (chosen from life sciences, chemistry, earth sciences, mathematical and computing science, physics). This alternative is particularly recommended for students planning to qualify to teach in B.C. secondary schools.

Completion of at least 18 upper level credits in one of the five areas (life sciences, chemistry, earth sciences, mathematical and computing science, physics) and at least 6 upper level credits in each of two other areas.

Students who successfully complete the B.Sc. General Science degree program will have the subject area or areas, in which 18 or more UCC credits of upper level science courses were completed, recorded on their transcript.

Specific Course Requirements for Majors Programs

Interdisciplinary Major in Chemical Biology

Students taking this program are eligible to enter the Biology or Chemistry Co-operative Education program, providing they meet the requirements.

First and Second Year	
CHEM 110/120 or CHEM 111/121	6 credits
BIOL 111/121	6 credits
PHYS 110/120 or PHYS 115/125	6 credits
MATH 113/123, MATH 114/124 or MATH 115/125	6 credits
ENGL 110 or ENGL 111 (or two of ENGL 110, 111 OR 121)1	3-6 credits
COMP 100 or COMP 113	3 credits
CHEM 212/222	6 credits
CHEM 215/225	6 credits
BIOL 210/220	6 credits
BIOL 213/234	6 credits
ENGL 229/2301	3 credits
Electives	0-3 credits
Third and Fourth Year	
CHEM 310	3 credits
CHEM 312	1 credit
CHEM 322	3 credits
CHEM 324	1 credit
CHEM 440	1 credit
CHEM 444	1 credit
BIOL 300	3 credits
BIOL 313/323	6 credits
BIOL 335	3 credits
BIOL 415/425	6 credits
2 of BIOL 351, 352, 354, 355	6 credits
Chemical Biology Electives2	6 credits
Electives3	20 credits

[1] Students with a B or better in ENGL 110 or 111 may proceed into ENGL 229 or 230 in their second year; students with less than a B in first year English must take another 3 credits of 100-level English before their second year English requirement.

[2] 6 credits from CHEM 306, CHEM 323, CHEM 331, CHEM 333, CHEM 422, CHEM 432, CHEM 442, CHEM 448, BIOL 320, BIOL 351, BIOL 352, BIOL 354, BIOL 355, BIOL 435, BIOL 448, BIOL 449, PHIL 433 or 435.

[3] Electives must include 9-12 credits in at least two disciplines outside Science (other than English). The remaining electives may be chosen from any discipline; at least 9 of these must be courses numbered 300 or higher.

Biology Majors and Honours Programs

There are three undergraduate options leading to a B.Sc. major in Biology at UCC: Animal Biology, Ecology and Environmental Biology, and General Biology.

An Honours program may be taken in any one of these three areas and requires the completion of 128 credits, including the 120 credits required for a Major in either of these areas as well as Biology 498-2 (Honours Seminar) and Biology 499-6 (Honours Thesis). Students must apply for admission to the Biology Honours program at the end of their 3rd year. Acceptance into the program normally requires 4th year standing, a minimum GPA of 3.0 with at least a B grade in all Biology and required English courses.

The following requirements for Biology Majors apply to those students entering first year science in 1997/98 (and subsequently). Requirements for students who entered first year prior to 1997/98 are noted.

Major In Animal Biology

First Year	
BIOL 111/121	6 credits
CHEM 110/120 or 111/121	6 credits
COMP 100 or COMP 113[1]	3 credits
ENGL 110 or 111[2]	3 credits
(or two of ENGL 110, 111 and 121) [2]	(6 credits)
MATH 113/123 or 114/124 or 115/125	6 credits
PHYS 110/120 or 115/125[3]	6 credits
Second Year	
BIOL 213/234	6 credits
BIOL 215/225	6 credits
CHEM 212/222	6 credits
ENGL 229 or 230[1,2]	3 credits
Electives[6]	6-9 credits
Third & Fourth Years	
BIOL 300	3 credits
BIOL 302/303	6 credits
BIOL 313[4]	3 credits
BIOL 335	3 credits
BIOL 354/355	6 credits
BIOL 413 or 414	3 credits
Animal Biology Electives[5]	15 credits
Electives[6]	21 credits

[1] Students who entered first year Science prior to fall 1997 are not required to take COMP 100 or COMP 113 and ENGL 229 or 230 (although they may do so as electives); however 6 credits of ENGL at the 100 level are required.

[2] Students with a B or better in ENGL 110 or 111 may proceed into ENGL 229 or 230 in their second year; students with less than a B in first year English must take another 3 credits of 100-level English before their second year English requirement.

[3] Students with a grade of 80% or better in Physics 12 only need to complete 3 credits of first year Physics, PHYS 115. The remaining 3 credits may be taken in any subject area.

[4] Students entering third year of the Biology Majors program in 1998/99 (and subsequently) are required to take BIOL 313. Students with BIOL 223 are exempt.

[5] **Animal Biology electives: BIOL 310, BIOL 320, BIOL 323, BIOL 329, BIOL 331, BIOL 352, BIOL 402, BIOL 409, BIOL 410, BIOL 416, BIOL 427, BIOL 448, BIOL 449, NRSC 322, PHYS 330.**

[6] Electives must include 9-12 credits in at least two disciplines outside of science (other than English). The 18 remaining elective credits may be chosen from any discipline; at least 9 of these must be in courses numbered 300 or higher.

Major In General Biology

First Year	
BIOL 111/121	6 credits
CHEM 110/120 or 111/121	6 credits
COMP 100 or COMP 113[1]	3 credits
ENGL 110 or 111[2]	3 credits
(or two of ENGL 110, 111 and 121[2])	(6 credits)
MATH 113/123 or 114/124 or 115/125	6 credits
PHYS 110/120 or 115/125[3]	6 credits

Second Year	
BIOL 213/234	6 credits
three of: BIOL 210/220	
BIOL 211/221	9 credits
BIOL 215/225	
CHEM 212/222	6 credits
ENGL 229 or 230[1,2]	3 credits
Electives[6]	3-6 credits
Third & Fourth Years	
one more of: BIOL 210/220 (MICR 210/220)	
BIOL 211/221	3 credits
BIOL 215/225	
BIOL 300	3 credits
BIOL 302/303	6 credits
BIOL 313[4]	3 credits
BIOL 335	3 credits
two of BIOL 351, 352, 354, 355 (or one of BIOL 350 or 353)	6 credits
BIOL 413 or 414	3 credits
Biology courses numbered 300 or above[5]	9 credits
Electives[6]	24 credits

[1] Students who entered first year Science prior to fall 1997 are not required to take COMP 100 or COMP 113 and ENGL 229 or 230 (although they may do so as electives); however 6 credits of ENGL at the 100 level are required.

[2] Students with a B or better in ENGL 110 or 111 may proceed into ENGL 229 or 230 in their second year; students with less than a B in first year English must take another 3 credits of 100-level English before their second year English requirement.

[3] Students with a grade of 80% or better in Physics 12 only need to complete 3 credits of first year Physics, PHYS 115. The remaining 3 credits may be taken in any subject area.

[4] Students entering third year of the Biology Majors program in 1998/99 (and subsequently) are required to take BIOL 313. Students with BIOL 223 are exempt.

[5] **Courses can be selected from: BIOL 310, BIOL 320, BIOL 323, BIOL 324, BIOL 325, BIOL 329, BIOL 331, BIOL 343, BIOL 351, BIOL 352, BIOL 354, BIOL 355, BIOL 402, BIOL 409, BIOL 410, BIOL 415, BIOL 416, BIOL 425, BIOL 427, BIOL 435, BIOL 448, BIOL 449, NRSC 322.**

[6] Electives must include 9-12 credits in at least two disciplines outside of science (other than English). The 18 remaining elective credits may be chosen from any discipline; at least 15 of these must be in courses numbered 300 or higher.

Major in Ecology and Environmental Biology

First Year	
BIOL 111/121	6 credits
CHEM 110/120 or 111/121	6 credits
COMP 100 or COMP 113[1]	3 credits
ENGL 110 or 111[2]	3 credits
(or two of ENGL 110, 111 and 121) [2]	(6 credits)
MATH 113/123 or 114/124 or 115/125	6 credits
PHYS 110/120 or 115/125[3]	6 credits
Second Year	
BIOL 213/234[4]	6 credits
One of BIOL 211/221	3 credits
One of BIOL 215/225	3 credits
CHEM 212/222	6 credits
ENGL 229 or 230[1,2]	3 credits
Electives[6]	6-9 credits
Third & Fourth Years	
BIOL 300	3 credits
BIOL 302/303	6 credits
BIOL 313[4]	3 credits
BIOL 335	3 credits
two of BIOL 351, 352, 354, 355 (or one of BIOL 350 or 353)	6 credits
BIOL 413 or 414	3 credits
Ecology Electives[5]	15 credits
Electives[6]	21 credits

[1] Students who entered first year Science prior to fall 1997 are not required to take COMP 100 or COMP 113 and ENGL 229 or 230 (although they may do so as electives); however 6 credits of ENGL at the 100 level are required.

[2] Students with a B or better in ENGL 110 or 111 may proceed into ENGL 229 or 230 in their second year; students with less than a B in first year English must take another 3 credits of 100-level English before their second year English requirement.

[3] Students with a grade of 80% or better in Physics 12 only need to complete 3 credits of first year Physics, PHYS 115. The remaining 3 credits may be taken in any subject area.

[4] Students entering third year of the Biology Majors program in 1998/99 (and subsequently) are required to take BIOL 313. Students with BIOL 223 are exempt.

[5] **Ecology electives: BIOL 310, BIOL 324, BIOL 329, BIOL 343, BIOL 402, BIOL 409, BIOL 410, BIOL 416, BIOL 427, BIOL 448, BIOL 449, NRSC 322, PHYS 330.**

[6] Electives must include 9-12 credits in at least two disciplines outside of science (other than English). The 18 remaining elective credits may be chosen from any discipline; at least 9 of these must be in courses numbered 300 or higher.

Chemistry

First and second year requirements apply to students entering first year Science in 1997/98 (and subsequently). Requirements for students who entered first year prior to 1997/98 are noted.

The UCC Major in Chemistry and Major in Environmental Chemistry are fully accredited by the Canadian Society for Chemistry.

Major in Chemistry

First and Second Years	
CHEM 110/120 or 111/121[1]	6 credits
one of: BIOL 111 or 121[2]	3 credits
GEOL 111 or 205[2]	
COMP 100 or COMP 113[2]	3 credits
ENGL 110 or 111[3]	3 credits
(or two of ENGL 110, 111 and 121)[3]	(6 credits)
MATH 113/123 or 114/124 or 115/125	6 credits
PHYS 110/120 or 115/125	6 credits
CHEM 212/222	6 credits
CHEM 215/225	6 credits
MATH 211/212	6 credits
ENGL 229 or 230[1,3]	3 credits
Electives[4]	9-12 credits

Third and Fourth Years	
CHEM 306	3 credits
CHEM 307	3 credits
CHEM 308L	1 credit
CHEM 310[5]	3 credits
CHEM 312L[5]	1 credit
CHEM 314	3 credits
CHEM 322	3 credits
CHEM 323	3 credits
CHEM 324L	1 credit
CHEM 331	3 credits
CHEM 332	3 credits
CHEM 333L	1 credit
CHEM 440L	1 credit
Chemistry Electives:	
one of (Special Topics): CHEM 407[6]	
CHEM 422[7]	3 credits
CHEM 432[7]	
CHEM 460[6]	
one of (Advanced Laboratory): CHEM 441L	
CHEM 442L	1 credit
CHEM 443L	
CHEM 444L	
one of: CHEM 301	
CHEM 302	3 credits
CHEM 448	
(or one additional of: CHEM 407, 422, 432, 460)	
Electives[4]	24 credits

[1] Recommended first year Chemistry course for Chemistry Majors

[2] Students who entered first year Science prior to Fall 1997 are not required to take COMP 100 or COMP 113 and ENGL 229/230 or the first year BIOL/GEOL courses. (Although they may choose to do so as electives).

[3] Students with a grade of B or better in ENGL 110 (or 111) may proceed to either of the required ENGL 229 or 230 in their second year; students with less than a B grade in their first year English course are required to take another 3 credits of first year English (111 or 121) before their second year English requirement.

[4] Electives must include 9-12 credits in at least two disciplines outside of science (other than English). The 24 remaining credits may be chosen from any discipline; at least 12 of these must be in courses numbered 300 and higher.

[5] These courses must be taken in the Fall Semester of Third Year.

[6] Offered in "odd" years.

[7] Offered in "even" years.

Major in Environmental Chemistry

First and second year requirements apply to students entering first year Science in 1997/98 (and subsequently). The following requirements for Environmental Chemistry Majors apply to those students entering first year Science in 1997/98 (and subsequently). Requirements for students who entered first year prior to 1997/98 are noted.

First and Second Years	
BIOL 111/121	6 credits
CHEM 110/120 or 111/121[1]	6 credits
COMP 100 or COMP 113[2]	3 credits
ENGL 110 or 111[3]	3 credits
(or two of ENGL 110, 111 and 121)[2]	(6 credits)
MATH 113/123 or 114/124 or 115/125	6 credits
PHYS 110/120 or 115/125	6 credits
CHEM 212/222	6 credits
CHEM 215/225	6 credits
ENGL 229 or 230[2,3]	3 credits
GEOG 122 or GEOL 111	3 credits
MATH 211	3 credits
STAT 200[4] or BIOL 300[4]	3 credits
Electives[5]	3-6 credits
Third and Fourth Years	
CHEM 301	3 credits
CHEM 302	3 credits
CHEM 306	3 credits
CHEM 307	3 credits
CHEM 308L	1 credit
CHEM 310[6]	3 credits
CHEM 312L[6]	1 credit
CHEM 314	3 credits
CHEM 322	3 credits
CHEM 323	3 credits
CHEM 324L	1 credit
CHEM 331	3 credits
CHEM 332	3 credits
CHEM 333L	1 credit
CHEM 440L	1 credit

Chemistry Electives:		
one of (Special Topics):	CHEM 407[7]	
CHEM 422[8]		3 credits
CHEM 432[8]		
CHEM 460[7]		
one of (Advanced Laboratory):	CHEM 441L	
CHEM 442L		1 credit
CHEM 443L		
CHEM 444L		
nine (9) credits from:	BIOL 302/303[9]	
BIOL 416		
CHEM 303		
CHEM 448		
ECON 190/195		9 credits
FRST 200		
GEOG 423		
NRSC 223		
NRSC 326		
PHIL 435		
Electives[10]		12 credits

[1] Recommended first year Chemistry course for Chemistry Majors

[2] Students who entered first year science prior to Fall 1997 are not required to take COMP 100 or COMP 113 and ENGL 229/230. (Although they may choose to do so as electives).

[3] Students with a grade of B or better in ENGL 110 (or 111) may proceed to either of the required ENGL 229 or 230 in their second year; students with less than a B grade in their first year English course are required to take another 3 credits of first year English (111 or 121) before their second year English requirement.

[4] Credit will be given for only one Introductory Statistics course (see note under Statistics Course Descriptions) and BIOL 300 requires MATH 114/124 or MATH 115/125 and Third Year standing.

[5] Electives must include 9-12 credits in at least two disciplines outside of science (other than English).

[6] These courses must be taken in the Fall Semester of Third Year.

[7] Offered in "odd" years.

[8] Offered in "even" years.

[9] Environmental Chemistry students will find BIOL 302 of more value than BIOL 303. Environmental Chemistry majors planning to take BIOL 302 or 303 must have completed either two of BIOL 211, 215, 221, 225 or one of BIOL 211, 215, 221, 225 and one of CHEM 301 or 302.

[10] A total of 48 credits must be at the 300-400 level; the Major in Environmental Chemistry requires 39 Chemistry credits at this level; these electives should be chosen with this requirement in mind and may be in any area; note the footnote [5] requirements.

Computing Science

The following requirements for Computing Science Majors apply to those students entering first year Science in 1997/98 (and subsequently). Requirements for students who entered first year prior to 1997/98 are noted.

Major in Computing Science

First and Second Years	
BIOL 111 or 121[1] or GEOL 111 or 205[1]	3 credits
CHEM 110 or 111[3]	3 credits
COMP 113/123/198[2]	9 credits
ENGL 110 or 111[4, 5]	3 credits
(or two of ENGL 110, 111 and 121)[4, 5]	(6 credits)
MATH 113/123 or 114/124	6 credits
PHYS 110 or 115[3]	3 credits
ENGL 229 or 230[3, 4]	3 credits
MATH 212	3credits
COMP 220 (MATH 222)	3 credits
COMP 213/223	6 credits
STAT 200	3 credits
Elective[6]	12-16 credits
Third and Fourth Years	
COMP 305/311/312/341/351/352/452	21 credits
Computing Science Electives[7]	15 credits
Electives[6]	24 credits

[1] Students who entered first year Science prior to Fall 1997 are not required to take ENGL 229 or 230, or the first year BIOL or GEOL courses (although they may do so as electives).

[2] Students intending to take the Major in Computing Science may not take COMP 100 for credit.

[3] Students who entered first year Science prior to Fall 1997 must complete 6 credits of first year Chemistry, CHEM 110/120 or 111/121 and 6 credits of first year Physics, PHYS 110/120 or 115/125.

[4] Students with a B or better in ENGL 110 or 111 may proceed into ENGL 229 or 230 in their second year; students with less than a B in first year English must take another 3 credits of 100-level English before their second year English requirement.

[5] Students who entered first year Science prior to fall 1997 must complete 6 credits of first year English from ENGL 110/111/121.

[6] Electives must include 9-12 credits in at least two disciplines outside of Science (other than English). The remaining elective credits may be chosen from any discipline; 12 of these must be in courses numbered 300 or higher.

[7] Computing Science electives must be selected from: COMP 314, COMP 327, COMP 332, COMP 354, COMP 361, COMP 371, COMP 411, COMP 412, COMP 423, COMP 424, COMP 432, COMP 434, COMP 448, COMP 451, COMP 461, COMP 462, COMP 475, COMP 482, COMP 483 COMP 498.

Note: Not all of these courses will be offered every year.

Mathematics

The following requirements for Mathematics Majors apply to those students entering first year Science in 1997/98 (and subsequently). Requirements for students who entered first year prior to 1997/98 are noted.

Major in Mathematics

First and Second Years	
BIOL 111 or 121[1] or GEOL 111 or 205[1]	3 credits
CHEM 110 or 111[2]	3 credits
COMP 113 and <u>two</u> of COMP 100, 123, 198	9 credits
ENGL 110 or 111[3, 4]	3 credits
(or two of ENGL 110, 111 and 121)[3,4]	(6 credits)
MATH 113/123 or 114/124	6 credits
PHYS 110 or 115[2]	3 credits
ENGL 229 or 230[1, 3]	3 credits
MATH 211	3 credits
MATH 212	3 credits
MATH 220	3 credits
MATH 224	3 credits
Electives [5,7]	15-18 credits
Third and Fourth Years	
MATH courses numbered 300 or above[6]	24 credits
MATH, STAT or COMP courses numbered 300 or above[6]	6 credits
Electives[5]	30 credits

[1] Students who entered first year Science prior to Fall 1997 are not required to take COMP 100 or 198, ENGL 229 or 230, or the first year BIOL or GEOL courses (although they may do so as electives).

[2] Students who entered first year Science prior to Fall 1997 must complete 6 credits of first year Chemistry, CHEM 110/120 or 111/121 and 6 credits of first year Physics, PHYS 110/120 or 115/125.

[3] Students with a B or better in ENGL 110 or 111 may proceed into ENGL 229 or 230 in their second year; students with less than a B in first year English must take another 3 credits of 100-level English before their second year English requirement.

[4] Students who entered first year Science prior to fall 1997 must complete 6 credits of first year English from ENGL 110/111/121.

[5] Electives must include 9-12 credits in at least two disciplines outside of science (other than English). The remaining elective credits may be chosen from any discipline; 18 of these must be in courses numbered 300 or higher.

[6] COMP, MATH and STAT courses can be chosen from:

COMP 305, COMP 311, COMP 312, COMP 313, COMP 327, COMP 341, COMP 351, COMP 352, COMP 354, COMP 361, COMP 371, COMP 411, COMP 412, COMP 423, COMP 424, COMP 432, COMP 434, COMP 451, COMP 452, COMP 461, COMP 462, COMP 474, COMP 475, COMP 482, COMP 483, COMP 498

MATH 300, MATH 302, MATH 303, MATH 307, MATH 308, MATH 312, MATH 316, MATH 317, MATH 320, MATH 322, MATH 340, MATH 351, MATH 365, MATH 441, MATH 442, MATH 443

STAT 305*, STAT 306*, STAT 404*

Note: Not all these courses will be offered every year.

* Students interested in pursuing Statistics may need to take MATH 302 in their second year.

[7] Students interested in pursuing COMP 300- or 400-level courses must first complete COMP 213/223.

Major in Mathematical Sciences

The following requirements for the Mathematical Sciences Major apply to those students entering first year Science in 1997/98 (and subsequently). Requirements for students who entered first year prior to 1997/98 are noted.

First and Second Years	
BIOL 111 or 121[1] or GEOL 111 or 205[1]	3 credits
CHEM 110 or 111[3]	3 credits
COMP 113/123[2]	6 credits
COMP 198	3 credits
ENGL 110 or 111[4, 5]	3 credits
(or two of ENGL 110, 111 and 121)[4, 5]	(6 credits)
MATH 113/123 or 114/124	6 credits
PHYS 110 or 115[3]	3 credits
ENGL 229 or 230[1, 4]	3 credits
MATH 211/212/220	9 credits
MATH 302	3 credits
COMP 213/223	6 credits
COMP 220 (MATH 222)	3 credits
STAT 200	3 credits
Elective[6]	3-6 credits
Third and Fourth Years	
MATH 224/303/307/340	12 credits
COMP 305/352/452	9 credits
Two of: COMP 313/371/432/434/492	6 credits
STAT 305/306/404	9 credits
Electives[6]	24 credits

[1] Students who entered first year Science prior to Fall 1997 are not required to take ENGL 229 or 230, or the first year BIOL or GEOL courses (although they may do so as electives).

[2] Students intending to take the Major in Mathematical Sciences may not take COMP 100 for credit.

[3] Students who entered first year Science prior to Fall 1997 must complete 6 credits of first year Chemistry, CHEM 110/120 or 111/121 and 6 credits of first year Physics, PHYS 110/120 or 115/125.

[4] Students with a B or better in ENGL 110 or 111 may proceed into ENGL 229 or 230 in their second year; students with less than a B in first year English must take another 3 credits of 100-level English before their second year English requirement.

[5] Students who entered first year Science prior to fall 1997 must complete 6 credits of first year English from ENGL 110/111/121.

[6] Electives must include 9-12 credits in at least two disciplines outside of Science (other than English). The remaining elective credits may be chosen from any discipline; 12 of these must be in courses numbered 300 or higher.

Physics

The following requirements for Physics Majors apply to those students entering first year in 1997/98 (and subsequently). Requirements for students who entered firs year prior to 1997/98 are noted.

Major in Physics

First Year	
BIOL 111 or 121[1,2] or GEOL 111 or 205[1,2]	3 credits
CHEM 110/120 or 111/121	6 credits
COMP 100 or COMP 113[1,2,3]	3 credits
ENGL 110 or 111[4]	3 credits
(or two of ENGL 110, 111 or 121)[4]	(6 credits)
MATH 113/123 or 114/124	6 credits
PHYS 110/120 or 115/125[5]	6 credits
Electives [6]	0-3 credits
Second year	
(Admission requirement: Minimum C+ grade in first year physics course)	
ENGL 229 or 230[3]	3 credits
MATH 211	3 credits
MATH 212	3 credits
MATH 224	3 credits
MATH 317	3 credits
PHYS 200	3 credits
PHYS 215	3 credits
PHYS 220	3 credits
PHYS 225	3 credits
Electives[6]	3 credits
Third & Fourth Years	
(Admission requirement: Students must obtain better than the minimum passing mark to enrol in a Physics Major Program)	
PHYS 308	3 credits
PHYS 309	2 credits
PHYS 310	2 credits
PHYS 311	3 credits
PHYS 312 or MATH 316	3 credits
PHYS 313	3 credits
PHYS 412	3 credits
Physics Electives[7]	12 credits
Electives[6]	30 credits

[1] Students who entered first year Science prior to fall 1997 are not required to take COMP 100 or COMP 113, ENGL 229/230 or the first year BIOL or GEOL courses (although they may choose to do so as electives).

[2] May be taken in first or second year.

[3] COMP 113 is strongly recommended. Students intending to take the Physics Co-op program must take COMP 113.

[4] Students with a B or better in ENGL 110 or 111 may proceed into ENGL 229 or 230 in their second year; students with less than a B in first year English must take another 3 credits of 100-level English before their second year English requirement.

[5] Recommended course for students planning on a Major program

[6] Electives must include 9-12 credits in at least two disciplines outside of science (other than English). The 21-24 remaining elective credits may be chosen from any discipline; 15 of these credits must be in courses numbered 300 or above.

[7] Physics Electives include:	
PHYS 314	3 credits
PHYS 315	3 credits
PHYS 318	3 credits
PHYS 330	3 credits
PHYS 414	3 credits
PHYS 448	3 credits
Note: Not all upper level Physics courses are offered every year, but they will be alternated over a two-year period.	

Program Planning

Students should begin planning their upper level course programs no later than at the start of their second year. This is particularly important in those Major programs in which there is little flexibility in course selection. Although the General Science program allows the student a good deal of flexibility in course selection, it is very important that students pay close attention to the prerequisite requirements of various courses. Failure to do so may severely limit the courses students are able to enrol in during any one year. Students are strongly advised to consult with a UCC Academic Advisor or the B.Sc. Advisor to assist them with their program planning.

Deadline For Application - April 15

Students currently registered in Science at UCC will automatically be admitted to the third year of the degree program once they have met the requirements listed below.

Students new to UCC or attending UCC outside of the Sciences Program must submit applications for admission to the third year of the B.Sc. program in either Major program(s) or the General Science program to the Admissions Department at UCC on or before April 15. These students will then receive written notice of their admission status. Students accepted into the program will then be required to select their courses for the upcoming year in consultation with the B.Sc. Advisor.

Late applications will be considered only if space is available.

Limitation Of Enrolment

It may be necessary to limit enrolment in certain courses if the demand is greater than the resources available. When limitations in enrolments become necessary, admission to 300 and 400 level year courses will be selective with students having the highest overall grade point averages, and students requiring specific courses for graduation, being given preference.

Academic Requirements

Entry Into Third Year

A minimum grade point average of 2.0 for all previous university credit courses attempted.

Completion of 48 or more UCC credits which include:

- 6-9 UCC credits from English including 3 or 6 credits from ENGL 110, 111, 121 (depending on the grade obtained in the first English course taken) and ENGL 229 or 230
- minimum of 18 credits in introductory courses in Science and Mathematical and Computing Science as specified in section 4. a) under Graduation Requirements in the UCC Calendar
- minimum of 6 credits in 200-level science courses

Entry Into Fourth Year

Completion of 78 or more UCC credits of which 50 or more credits must be in Science and Mathematical and Computing Science.

Program Approval

Third and Fourth Year Students

Students applying for admission to the third and fourth years of the Major or General Science Programs, must have their proposed course programs approved by the B.Sc. Advisor each year before registration.

Graduation Requirements For a B.Sc. Major Degree

Note: The following graduation requirements apply to students who entered first year Science PRIOR to the fall of 1997.

1. Completion of at least 120 UCC course credits with a minimum cumulative GPA of 2.0. (Up to 60 credits may be transferred from another institution.) These credits may NOT include MATH 100, MATH 110, PHYS 113, any Physical Education activity courses or any non-academic courses. If in doubt, students should contact an academic advisor or the B.Sc. Advisor. Remedial courses with course numbers less than 100 are also excluded.
2. At least 48 credits of Arts and Science courses must be in courses numbered 300 or above, and of these, at least 30 credits must be in Science (including Computing and Mathematics) courses. (See specific requirements for each Major program). The remaining upper level credits may be from any area of Arts or Sciences.
3. At least 72 credits must be in Science disciplines (Astronomy, Biology, Chemistry, Computing Science, Geology, Mathematics, Physical Geography, Physics and Statistics). These must include the courses specified under each Major Degree Program. Normally, introductory courses must be completed during the first two years of the Program.
4. Specific upper level requirements for a Major Program are:
   - Chemical Biology: at least 39 credits of BIOL and CHEM courses numbered 300 or above
   - Animal Biology: at least 39 credits of BIOL courses numbered 300 or above
   - Ecology and Environmental Biology: at least 39 credits of BIOL courses numbered 300 or above
   - General Biology: at least 33 credits of BIOL courses numbered 300 or above
   - Chemistry: at least 30 credits of CHEM courses numbered 300 or above
   - Environmental Chemistry: at least 39 credits of CHEM courses numbered 300 or above
   - Computing Science: at least 36 credits of COMP courses numbered 300 or above
   - Mathematics: at least 30 credits of MATH courses numbered 300 or above (may include up to 6 credits of STAT or COMP [or CPSC] courses numbered 300 or above amongst these credits).
   - Mathematical Sciences: at least 12 credits of MATH courses, 15 credits of COMP (or CPSC) courses and 9 credits of STAT courses, all numbered 300 or above.

- Physics: at least 30 credits of PHYS courses numbered 300 or above.

5. At least 18 credits must be in Arts or Humanities courses, including 6 credits from ENGL 110, 111 and 121 (i.e. any two of these three English courses).

Graduation Requirements For a B.Sc. in General Science

Note: The following graduation requirements apply to students who entered first year Science PRIOR to the fall of 1997.

1. Completion of at least 120 UCC course credits with a minimum cumulative GPA of 2.0. (Up to 60 credits may be transferred from another institution.) These credits may NOT include MATH 100, MATH 110, PHYS 113, any Physical Education activity courses or any non-academic courses. If in doubt, students should contact an academic advisor or the B.Sc. Advisor. Remedial courses with course numbers less than 100 are also excluded.
2. At least 48 credits of Arts and Science courses must be in courses numbered 300 or above, and of these, at least 30 credits must be in Science (including Computing and Mathematics) as referred to in 3 (c) below.
3. At least 72 credits must be in Science disciplines (Astronomy, Biology, Chemistry, Computing Science, Geology, Mathematics, Physical Geography, Physics and Statistics).

   These must include:

   a) 24 credits of introductory science courses including:
      - Chemistry , (CHEM 110/120 or 111/121)(6 credits),
      - Mathematics, (calculus)(MATH 113/123, 114/124 or 115/125)(6 credits)
      - Physics, (PHYS 110/120 or 115/125)(6 credits)
      - and 6 credits of introductory science chosen from:
      - Astronomy, Biology, Computing Science, Geology, Physical Geography (eg. GEOG 112 and/or GEOG 122), and Statistics.

   Normally these introductory courses must be completed during the first two years of the program.

   b) Courses which are prerequisite to the 300-level courses referred to in 3(c) below.

   (These courses must normally be taken during the second year of the program.)

   c) Eighteen credits of Science courses numbered 300 or above in one of the areas of Chemistry, Life Science, Mathematical and Computing Science or Physics and at least six credits in each of two of the other areas.

   or

   Eighteen credits of Science courses numbered 300 or above in each of two of the areas of Chemistry, Life Science, Mathematical and Computing Science or Physics.

   (See Alternatives 1 and 2 referred to earlier under "Upper Level Requirements.")

4. At least eighteen credits must be Arts or Humanities courses, including six credits from English 110, 111 and 121 (i.e. any two of these three English courses).
5. It is strongly recommended that students take an introductory course in statistics, such as STAT 200. However, students pursuing the Life Sciences should note that STAT 200 precludes credit for BIOL 300. This course will contribute to the required 72 credits in Science referred to in item 3 above.

Graduation Requirements For a B.Sc. Degree (Major) and a B.Sc. Degree (General Science)

Note: The following graduation requirements apply to students who entered first year Science in the fall of 1997 or later, or who have transferred from another institution.

1. Completion of at least 120 UCC course credits with a minimum cumulative GPA of 2.0. (Up to 60 credits may be transferred from another institution.) These credits may NOT include MATH 100, MATH 110, PHYS 113, any Physical Education activity courses or any non-academic courses. If in doubt, students should contact an academic advisor or the B.Sc. Advisor. Remedial courses with course numbers less than 100 are also excluded.
2. At least 72 credits in Science disciplines (Astronomy, Biology, Chemistry, Computing Science, Forestry, Geology, Mathematics, Natural Resource Science, Physical Geography, Physics or Statistics).
3. At least 18 credits in courses outside of Science including at least 6 credits of English and 9 to 12 credits in at least two disciplines other than English. These credits may include no more than 3 credits from one of STSS 100 or EDCP 101. Students planning to take either of these courses must do so during their first or second year.
4. Specific lower level requirements:

   a)24 (or 27*) credits of introductory science including:
      - 6 credits in Mathematics (MATH 113/123, MATH 114/124 or MATH 115/125)
      - 3 credits of Chemistry (CHEM 110 or CHEM 111)
      - 3 credits of Physics (PHYS 110 or PHYS 115)
      - 3 credits of Computing Science (COMP 100 or COMP 113) (Commencing in September 2001, students majoring in Computing Science must take COMP 198.)
      - 3 credits of Biology (BIOL 111 or BIOL 121)

   or

      - 3 credits of Geology (GEOL 111 or GEOL 205)
      - 6 (or 9*) other credits of introductory science as required for a student's Major or area of concentration. (See specific requirements for each degree area.)
      - required for students majoring in Biology, Environmental Chemistry or Chemical Biology

   b) 6 to 9 credits of English including:
      - 3 credits first year English with a grade of B or better (ENGL 110, ENGL 111, ENGL 121) or 6 credits of first year English

   and

      - 3 credits of second year English (ENGL 229 or ENGL 230)

c) 24 to 30 credits in other first and second year courses, for a total of 60 credits. (See specific requirements for each degree area.)

Note: Students should be careful to include courses which are prerequisite to any 300/400 level courses which are required in their chosen program.

5. Specific upper level requirements:

At least 48 credits in courses numbered 300 or above including

a) For a **B.Sc. Degree (Major):**

- 30 to 39 credits in courses numbered 300 or above in the area of the major as outlined under the individual major options
- the remaining upper level credits may be from any area of Arts, Humanities, Business, or Science

b) For a **B.Sc. Degree (Major) With a Minor:**

- meet the requirements of the B.Sc. Major

and

- 18 credits in courses numbered 300 or above in a discipline or approved area different from the Major
- Some specific Minor programs are still under development.

c) For a **B.Sc. Degree (General Science):**

- 18 credits in courses numbered 300 or above from one of the areas of Biology, Chemistry, Earth Sciences, Mathematical and Computing Science (Computing Science, Mathematics, Statistics) and Physics

and

- 6 credits in courses numbered 300 or above in each of two of the other areas listed above

OR

- 18 credits in courses numbered 300 or above from each of two of the areas of Biology, Chemistry, Earth Sciences, Mathematical and Computing Science (Computing Science, Mathematics, Statistics) and Physics
- the remaining upper level credits may be from any area of Arts, Humanities, Business, or Science.

Upper Level Course Offerings

All upper level UCC Science courses that are planned to be offered in 2001/2002 are included in their disciplines in the Academic Course Listings section of this Calendar.

However, these course listings are subject to change without notice; there is no guarantee that specific courses listed in the Academic Course Descriptions section will be available in 2001/2002.

Laddering Into The B.Sc. Degree - An Option For Graduates of Technology Diploma Programs

Graduates of the UCC Respiratory Therapy Program (two didactic years and one clinical year) or the UCC Medical Laboratory Technology Diploma Program (one year of science, one didactic year and one clinical year) can receive a block transfer of 60 credits towards their B.Sc. degree. Graduates of the UCC Animal Health Technology Diploma Program (two didactic years) can receive a block transfer of 45 credits towards their B.Sc. degree.

To complete a B.Sc. degree, students receiving 60 block transfer credits will be required to complete between 63 and 72 additional credits, depending upon the specific Major requirements. Students receiving 45 block transfer credits will be required to complete considerably more than 72 additional credits. Some first and second year courses may need to be taken to satisfy science breadth requirements and to satisfy prerequisites for specific upper level courses.

Students wishing to pursue this option should discuss their program with the B.Sc. Advisor. Please make an appointment by calling (250) 828-5454.

Graduates of other diploma programs will be assessed on a case-by-case basis to determine the number of credits that can be granted in a block transfer arrangement. Typically graduates of a program of three years duration (after grade 12) will be granted 60 credits of block transfer. Graduates of two year programs (after grade 12) MAY receive up to 45 credits, depending upon the program. See the B.Sc. Advisor for further details.

Graduates of diploma programs from other institutions must apply well in advance if they wish to be considered for block transfer credit. Applications must include a transcript(s) (or interim transcript) from the other institution(s), detailed course outlines for all courses taken at that institution(s), and statement of what major the applicant intends to pursue at UCC. This information must be submitted no later than March 31 for entry the following September and no later than August 31 for entry the following January. It is to the student's advantage to apply early.

The block transfer credits are awarded specifically for credit towards a UCC B.Sc. degree. UCC cannot guarantee that any or all of these credits will be recognized by other institutions to which the student may subsequently apply.

Post-Baccalaureate Diploma in Accounting

Do you already have a Bachelor of Science degree, but are uncertain of your future? Does an exciting and well paying career in financial management sound attractive? If you answered yes, then consider becoming a professional accountant and learn more about the new Post-Baccalaureate Diploma in Accounting. See the Bachelor of Business Administration section of this calendar for details.

Bachelor Of Social Work Degree Program

Associate Dean of Social Work
Helen Szewello Allen, HBSW; MSW; Ph.D. ABD

Chairperson
Trish Archibald, BSW; MSW

Program Description

The purpose of the UCC B.S.W. Program is to prepare competent generalist practitioners to work with diverse cultural groups especially in small urban centres and rural communities. Graduates are expected to have an understanding of community life in small urban and rural settings, and the competence to intervene to improve social conditions and address social issues. The Bachelor of Social Work Program is committed to the principles of social justice, equality, dignity and worth of all people, respect for diversity, and a belief in the capacity for change. General practice in interior and northern settings also calls for graduates who are willing and able to work cooperatively with other community professionals, and who can promote the development of self-help and mutual aid groups in resolving problems.

Graduates of this program find employment in rural and northern communities in British Columbia and across Canada. Employment opportunities exist in a wide variety of government and voluntary organizations such as family and children's services, child welfare, mental health services, hospitals, women's services, crisis services, corrections and First Nations' social services.

Nicola Valley Institute of Technology Program

A UCC B.S.W. degree program is offered at NVIT in Merritt. Students in this program meet the same admission and graduation requirements, complete the same program of studies, and are awarded a UCC B.S.W. degree. This program provides students with an Aboriginal focus throughout their studies. This degree is administered under an affiliation agreement between UCC and NVIT.

Child Welfare Specialization

The B.S.W. program offers a specialization in child welfare.

Students may take elective courses in child welfare during their B.S.W. program and graduate with a transcript notation indicating successful completion of the specialization. Graduates of the Child Welfare Specialization may be exempt by the Ministry of Child and Family Development from the required employment training as they will have met most of the employment competency requirements.

Admission

The B.S.W. program admits approximately 50 full and part-time students to UCC and 15 students to NVIT each fall. Students are admitted to the third year of the program with a minimum of 54 credits of transferable academic coursework.

A. Equity Admissions

The Bachelor of Social Work Degree Program recognizes that there are institutional processes and cultural differences that present barriers to some applicants in gaining equal access to programs. Given the Program's commitment to diversity, equality, and social justice, twelve seats in the UCC B.S.W. program are reserved each year for students from groups including, but not limited to, Aboriginal people, persons of colour, gay and lesbian persons, and persons with disabilities. Students admitted to these reserved seats must meet all the minimum requirements for admission to the UCC B.S.W. program.

B. Academic Requirements for Admission

1. Minimum of 54 credits of general university studies which may include a combination of Human Service Certificate/Diploma courses and liberal arts and social science courses.
2. Minimum UCC GPA of 2.33 (C+) or equivalent from another college or university;
3. Completion of Social Work 200A and Social Work 200B or equivalent;
4. Completion of 3 credits of academic English composition (ENGL 110 at UCC) or 6 credits of English literature.

C. Additional Information

Individuals applying to the NVIT B.S.W. program are asked to complete an individual interview and a written exercise. Individuals applying to the UCC B.S.W. program are asked to attend a group information session and complete a written exercise that will be evaluated as part of the admissions process.

Credit for up to 25% (15 credits) of the B.S.W. degree may be granted, through Prior Learning Assessment and Recognition [PLAR], to students with substantial paid social work experience. To be eligible for PLAR assessment, students must be admitted to the B.S.W. program. To be awarded PLAR credit, applicants must demonstrate how their skills, knowledge and competencies match the learning offered in course(s) for which they seek credit.

D. Admission Decisions

Admission to the UCC B.S.W. Program is limited. Applicants with the highest ratings on grade point average, related experience, the personal statement, the written statement and the interview if applicable, are offered admission first. Admission decisions are made in early May.

E. Admission Procedures

Applications to the UCC B.S.W. program are available from the Academic Admissions Office at UCC and must be returned to UCC by February 28th, 2002 for September admission.

Program Requirements

1. Completion of the UCC B.S.W. degree requires 120 credits of study, including a minimum of 48 credits in the liberal arts and social sciences and a minimum of 50 credits in social work. Twelve credits may be discretionary.
2. Students in the UCC B.S.W. program must maintain a sessional grade point average of 2.33 (UCC), or they may be required to withdraw from the program.
3. Students are required to adhere to the BCASW Code of Ethics during their participation in this program.

4. A criminal record check is a pre-practicum and pre-employment requirement of many agencies. Please be advised that a criminal record may limit practicum placement and preclude program completion.
5. Internet access to the world wide web may be required of students in some social work courses.

Field Placement Agencies

- A. E. Perry Elementary School
- Adult Forensic Services
- AIDS Society of Kamloops
- Alzheimer's Society of BC
- BC Schizophrenic Society
- Big Brothers & Sisters of Kamloops-
- Brock Secondary School
- Canadian Mental Health Association
- Canadian Red Cross Society
- City of Kamloops
- Community Friends and Family Matters
- Correctional Services of Canada
- Crown Counsel
- Elizabeth Fry Society
- Family Justice Centre
- First Nations Education Council S.D. #73
- First Steps Program for Young Mothers
- High Valley Youth Custody Centre
- Interior Indian Friendship Society
- John Howard Society
- Kamloops Active Support Against Poverty
- Kamloops Brain Injury Association
- Kamloops Community Support Services
- Kamloops Food Bank & Outreach Society
- Kamloops Hospice Association
- Kamloops Immigrant Services
- Kamloops Indian Band
- Kamloops YMCA Women's Emergency Shelter
- Kamloops Women's Resource Centre
- Kamloops Youth Resources Society
- Kiwanis House
- Legal Aid Services Society of BC
- Merritt Hospital
- Ministry of Children and Family Development: Child Family & Community Services
- Ministry of Children and Family Development: Community Living Services
- Ministry of Children and Family Development: Youth Probation
- Ministry of Children and Family Development: Youth Justice
- Ministry of Education
- Ministry of Human Resources
- Nenqayni Treatment Centre
- Neskonlith Indian Band
- North Shore Community Schools
- Okanagan Indian Band
- Okanagan Nation Alliance
- Overlander Extended Care Hospital
- People in Motion
- Phoenix Centre
- Phoenix Centre - Raven Program
- Ponderosa Lodge
- Probation & Family Court Services
- R.C.M.P. Victim Services
- Royal Inland Hospital
- School District #73 - Henry Grube Centre
- Seasons Consulting Group
- Senior's Outreach Service Society
- Sexual Assault Counselling Centre
- Shuswap Nations
- Shuswap Tribal Council
- South Cariboo Community Corrections
- South Sahali Elementary School
- Spallmacheen Band
- The University College of the Cariboo - Extension Services
- The University College of the Cariboo –Men's Educational and Career Alternatives
- The University College of the Cariboo - Native Advisor
- The University College of the Cariboo/Career Orientation in Preparation for Employment
- Thompson Nicola Assessment & Referral Services
- Thompson Nicola Family Resource Society
- Thompson Health Region - Mental Health
- Tri-Ministry Crisis Day Treatment program
- Valleyview Secondary School
- Williams Lake Mental Health
- Youth Forensic Services

Course Schedule

Third Year

Students [in the third year of study] typically take Social Work 301, 304, 306, 307, 353, 354 and 357 and 6 credits of Social Work or Arts electives chosen in consultation with their faculty advisor. If students have not completed the human development requirement prior to admission, they may choose to complete SOCW 355 in year three.

Course	Description	Term
SOCW 306	Theory and Ideology of Social Work	F
SOCW 353	Communication Skills for Social Work Practice	F
SOCW 354	An Introduction to First Nations Issues and Human Services	F
SOCW 355	Human Development	F
	or	
SOCW or Arts Elective		F
SOCW 357	Social Work, Law and Social Policy	F
SOCW 301	The Research Practitioner in the Human Services	W
SOCW 304	Social Work Field Practice	W
SOCW 307	Models of Social Work Practice	W
SOCW or Arts Elective		W

Summer School

Several elective courses in social work are offered each summer and announced during the winter semester.

Fourth Year

Students in the fourth year will take Social Work 402, 403 and 18 credits of SOCW electives chosen in consultation with their faculty advisor. If students have not completed the data analysis requirement prior to admission, they will take SOCW 302 in year four.

Course	Description	Term
SOCW 302	Data Analysis in the Health and Human Service Professions	F
SOCW Elective		F
SOCW Elective		F
SOCW Elective		F
SOCW Elective		F
SOCW Elective		F or W
SOCW 402	Social Work Field Practice 2	W
SOCW 403	Generalist Social Work Practice	W

Social Work Elective Courses

Course	Description
*SOCW 358	Legal Skills for Social Workers
SOCW 359	Advanced Interviewing and Intervention Skills
*SOCW 376	Child Welfare Practice
SOCW 400	Policy in the Human Services
SOCW 450	Human Service Organizations and Social Administration
SOCW 452	Educational Strategies in Social Work: Content and Process
SOCW 455	Community Development
SOCW 460	Special Topics in Social Work and Social Welfare
SOCW 461	Social Work With Groups
*SOCW 466	Addictions
*SOCW 476	Family and Child Welfare Policy
SOCW 477	Family Practice
*SOCW 478	Introduction to Disability Studies
SOCW 490	Directed Studies
* Child Welfare Specialization Electives	

Course Descriptions

See **Course Description** section at the back of this calendar for detailed course information.

Bachelor Of Technology In Applied Computing Science Degree Program

Chairperson

KEVIN O'NEIL, B.Sc., M.Sc.

Program Advisor (Coordinator)

WAYNE BABINCHUK, B.Sc., M.Sc., Computing Science
Room: CT221, Phone: (250) 828-5077

General

UCC offers a two-year Bachelor of Technology Degree in Applied Computing Science (BTACS) which is designed for those wishing to enter a career using modern information technologies to design, implement, maintain and upgrade information technology systems. The program combines theory, technical and hands-on skills, communication skills (written and oral) and business skills. A commitment to professionalism is an essential characteristic of the BTACS program.

Admission to the BTACS Program occurs at the 3rd year level (or equivalent). Three categories for admission to the BTACS Program are possible:

Entry from the CSOM Program at UCC (or equivalent) with a minimum 2.33 GPA.

Entry from Arts, Business, Education, Engineering, and Science with a minimum 2.33 GPA.

Professional entry with a suitable combination of relevant work experience in the information technology field and post-secondary study, as determined by BTACS Coordinator (Program Advisor).

Admission Requirements

General Admission Requirements

To be considered for admission to the BTACS Degree Program, students must have completed 60 UCC credits (or equivalent) as follows:

1. Core Requirements (30 credits):
   - 5 computing courses (COMP 113, COMP 123, COMP 213, COMP 220/MATH 222, COMP 223 or equivalents)
   - 2 English (ENGL 110, ENGL 229 or equivalents)
   - 2 from Math and Statistics (MATH 114 [Calculus], STAT 200 [Probability and Statistics] or equivalents)
2. Breadth Coverage (12 credits)

2 Science courses in two different scientific disciplines from:
   - BIOL 111 or 120 or 121, or CHEM 110 or 111, or GEOL 111, or PHYS 110 or 115
   - 2 courses in 2 different disciplines outside of Science, other than English. One of these courses must be ECON 122 or equivalent.
3. Unspecified Lower Level (21 credit)

7 courses at the first year level or higher.

It is anticipated that students of varying background will not meet all of the BTACS Degree Program requirements. Courses deficiencies must be completed prior to formal admittance to the BTACS Degree Program, although

conditional admittance will be allowed for students who have completed most of the admission requirements.

Admission from CSOM Diploma Program

Graduates of UCC' s CSOM Diploma Program have 60 UCC credits. The following exemptions and admission requirements apply:

General Admission Requirements	Exemptions	Requirements
Core Courses (10 courses - 30 credits)		
- 5 Computing courses	3 (COMP 113, COMP 123, COMP 253)	2 (COMP 220/ MATH 222, COMP 223)
- 2 English	1 (ENGL 155/165)	1 (ENGL 235 or 229)
- 2 Math & Statistics	1 (MATH 110/120)	1 (MATH 114)
Breadth Coverage (4 courses - 12 credits)		
- 2 Science courses	none	as in General Admission above
- 2 courses in 2 different disciplines	1 (ACCT 100)	1 course as in General Admission above
Unspecified (7 courses - 21 credits)	all	none

Note:

1. All students enrolled into the BTACS Degree Program must maintain a GPA of at least 2.33 in each semester. Students failing to meet this requirement will be placed on a learning contract or required to withdraw from the program.
2. Program guides will be developed for each student enrolled in the Bachelor of Technology in Applied Computing Science Degree Program. These guides will identify a student's standing in BTACS Degree Program and will be updated as soon as course marks have been recorded in the Registrar's Office. The program guide will identify when a student is placed on a learning contract and also when they are released from that responsibility.

Application

1. Applications should be obtained from, and filed with, the Admissions Office. The following documents must be included with all applications:

official transcript of all previous secondary and post-secondary education;
proof of citizenship, landed immigrant status, or valid student visa

2. Application Dates:

October 1 to April 15 For fall semester admission
October 1 to November 30 For winter semester admission

3. Applications will be assessed by the Admissions Office. Assessments will be reviewed by the BTACS Program Coordinator who will be responsible for assessing the academic qualifications of the applicant.
4. Applicants are required to meet with the BTACS Program Coordinator in order to create a program guide that will show the applicant's choice of courses needed to be taken to complete the degree.

Co-Operative Education Option

Co-operative Education is an optional component in the two year Bachelor of Technology in Applied Computing Science degree completion program. It offers students the opportunity to obtain paid, career-related work experience in their field of study.

Each Co-op workterm is generally four months in length. In addition to completing specific program courses, students must complete 3 co-op workterms to graduate with Co-op Designation. Participation in the co-op option extends the graduation date.

BTACS Co-op Time Pattern:

Various time patterns are possible. Consult the Co-op Department for details.

Prerequisites/Corequisites: Students wishing to enter the Co-op option must apply to the Co-op Education Coordinator during their first semester of BTACS. Students are expected to follow the Co-op Time pattern of work/study as established for their program, be taking all of the semester courses as described in the calendar, have credit for all previous courses in the program and students must maintain a minimum 2.67 (B-) grade point average. In addition, participation in the Working to Learn (WTL) seminar series is mandatory to maintain eligibility. WTL topics include resumes, cover letters, interview skills, effective behaviours on the job and the Co-operative Education process.

Note: other Co-op Time Patters are available. Contact the Co-op office for more details.

BTACS Certificates and Diplomas

BTACS offers three specialized computing certificates and one post-graduate computing certificate (pending approval) as follows:

Admission Requirements for Certificate Programs

An interview with the BTACS Coordinator and satisfactory completion of all courses which serve as prerequisites for the certificates courses are required for entry into the BTACS Certificate program.

1. **Computer Networks** – two semesters long (Fall & Winter)

COMP 323/324	Computer Networks
COMP 342/343	Operating Systems
COMP 354	Web Site Design & Programming
COMP 423	Advanced Computer Networks
COMP 424	Internet/Intranet
COMP 463	Distributed Databases and Distributed Data on the World Wide Web
COMP 492	Project (Network)

2. **Database Systems** – two semesters long (Fall & Winter)

COMP 323/324	Computer Networks
COMP 354	Web Site Design & Programming
COMP 361	Database Systems
COMP 461	Advanced Database Systems
COMP 462	E-Commerce Systems Development
COMP 491/492	Project (Database)

3. **Software Engineering** – two semesters long (Fall & Winter)

COMP 342/343	Operating Systems
COMP 351	System Implementation/Development Tools
COMP 352	Software Engineering
COMP 354	Web Site Design & Programming
COMP 361	Database Systems
COMP 491/492	Project (Software Development)

4. **Post-Baccalaureate Diploma in Applied Computing Science (Subject to approval)**

This diploma is designed for degree holders from non-computing science areas to give them a solid foundation in Computing Science, allowing them to be knowledgeable and competent in the Computing Science area.

Summer Semester: two 7-week long sessions

Session 1:	COMP 113, MATH 114
Session 2:	COMP 123
Fall Semester:	COMP 223, COMP 323/324, COMP 354, and COMP 361
Winter Semester:	COMP 352, COMP 492 and any two of COMP 423 or COMP 424, COMP 461 or COMP 462

The diploma will give a solid background in Computing Science (COMP 113, COMP 123, and COMP 223, COMP 352), exposure to employable skills in three Computing Science areas with the highest market demand (COMP 354, COMP 361: Databases and COMP 323/324: networks including Internet), advanced knowledge and skills (specialization) in two out of four highly marketable areas (COMP 461: advanced databases, COMP 423: advanced networks, COMP 424 and COMP 462), and exposure to work in teams (COMP 492: project).

Admission Requirements for Post-Graduate Diploma

Degree from non-computing area with minimum GPA of 2.67 out of 4 (65%). An interview with the BTACS coordinator.

Degree Requirements

Entry Requirements

All BTACS Degree students must possess an equivalent of 60 UCC credits as specified in the entry requirements.

Program Requirements

All BTACS Degree students must complete 20 courses (60 UCC credits) as listed below:

1. Core Courses (7 UCC courses):

COMP 314	Object Oriented Design & Programming
COMP 323/324	Computer Networks (A & B)
COMP 342/343	Operating Systems (A & B)
COMP 352	Software Engineering
COMP 354	Web Site Design & Programming
COMP 361	Database Systems
COMP 491	Project 1
COMP 492	Project 2

2. Computing Elective Courses (8 UCC courses from the list of BTACS electives)
3. Business Elective Courses (2-3 courses to be selected from the area of marketing, organizational behaviour and accounting)
4. Breadth Elective (2-3 courses to be selected from a non-computing Science area and approved by the Program Coordinator)

Residency Requirement

In order to earn a UCC BTACS Degree, at least 30 credits of the course work counted toward completion of the requirements for Bachelor of Technology in Applied Computing Science Degree must be completed at The University College of the Cariboo.

Degree Completion Requirements

For Degree completion, students are required:

1. The student must have completed at least 60 credits as specified in the Program Requirements. At least 50% of these (30 credits) must be obtained at UCC
2. The student must maintain a GPA of at least 2.33 (C+) in each semester of study.
3. The student must earn grades of “C+” or better in all core courses, and a “C” or better in all other courses.
4. A student whose semester GPA is 1.5 or below, will be required to permanently withdraw from the program immediately.
5. A student whose semester GPA falls below the 2.33 minimum, but is above 1.5, will be placed on academic probation for the next semester, and will not be allowed to take more than 3 courses while on probation. The student may also incur additional academic restrictions or be required to withdraw from the program.
6. If the student does not succeed in obtaining a GPA of at least 2.33 in the probationary semester, the student will be required to permanently withdraw from the BTACS program immediately.
7. The student must notify the program Advisor, in writing, of his/her intent to graduate. Notification must take place prior to the add/drop deadline in the final semester of degree study.

Any course duplication (repeating a course) will require prior approval of the BTACS Program Advisor. Normally, no more than 3 courses may be duplicated; and only one duplication of a single course will be allowed. The highest grade achieved in duplicated courses will be used for post-admission CGPA calculations, but the student’s record will show all attempts.

Bachelor Of Tourism Management Degree Program

Associate Dean, School of Tourism
DAVID TWYNAM, B.P.E., M.Sc., Ph.D.

Chairpersons
DAVE FREEZE, B.A., Dipl. Outdoor Recreaction, W.K.A.B.C., B.C.R.C.A., NAVI, Adventure Programs Department
MAYNARD KIRKPATRICK, B.A., Tourism Management Department

Program Advisor
LIAN DUMOUCHEL, B.COM., M.B.A., Tourism Management Department
(250) 828-5220; e-mail: ldumouchel@cariboo.bc.ca

Program Description

The UCC Bachelor of Tourism Management (BTM) program is intended to provide management and entrepreneurial expertise to persons with work experience in tourism and hospitality environments. This program will particularly benefit individuals seeking professional advancement and who need to update their skills and knowledge beyond the diploma level.

The BTM program is a two-year degree based upon a two + two model. Applicants are expected to have completed two years of post-secondary studies prior to admission. Admission into the program occurs at the third year. Once admitted, students will need to complete a minimum of 60 credits.

The program consists of 30 credits of core tourism and business courses plus one option from a selection of specialization formats (refer to Program Requirements Section in this booklet). The courses and fieldwork provide professional development in critical tourism management competencies, such as financial management, marketing, leadership, planning, human resources management, product development and innovation, land use management, and industry specific expertise.

This degree can be completed on a full or a part-time basis and was developed by a consortium of post-secondary institutions in collaboration with the British Columbia Ministry of Education, Skills and Training, the Ministry of Tourism, and industry partners.

Key features of the BTM degree program:

- Applied, relevant, up to date content that addresses documented student and industry needs for advanced management and entrepreneurial skills across many of the sectors of the tourism and hospitality industry.
- Laddering for graduates of tourism and hospitality diplomas to ensure easy access for industry professionals.
- Prior Learning Assessment and Recognition (PLAR) to provide recognition for learning outside of formal educational institutions, including volunteer work, lifelong learning, industry training, professional accreditation, just to mention a few of the areas which can be considered. Additionally, previous post-secondary education will be assessed and credited.

Admission Requirements

Please refer to the General Information section of this calendar for the admission policies at UCC.

Academic Requirements

Applicants must have completed 60 post-secondary credits with the following standing:

1. English requirement
   - ENGL 151 & 161 with B or better, or
   - ENGL 110 & 111 with C+ or better, or
   - ENGL 110 & 162 with C+ or better, or equivalent
2. Math requirement
   - MATH 110 with C or better, or
   - Principles of Math 12 with C+ or better, or equivalent
   - Statistics requirement
   - MATH 120 with C or better, or
   - BUEC 232 with C or better, or equivalent
4. Organizational Behaviour requirement
   - TMGT 114 & 116 with C or better, or
   - TMGT 114 & BBUS 272 with C or better, or equivalent
5. Marketing requirement
   - Two lower level Marketing courses with C or better, or
   - BBUS 343 with C or better, or equivalent
6. Accounting requirement
   - ACCT 100 & 101 with B- or better, or
   - BBUS 221 & 254 with C or better, or equivalent
7. Economics requirement
   - ECON 190 and 195 with C or better, or equivalent
8. Tourism/hospitality specialty and general requirements
   - All of the following with C or better:

     Introduction to Tourism: TMGT 111 or equivalent with C or better

     Hospitality/Business Law: TMGT 225 or ADVG 206 or equivalent with C or better

     Environmental Stewardship: TMGT 261 or ADVG 201 or equivalent with C or better

     Computer Applications: COMP 191 or equivalent with C or better
   - 12 credits of unrestricted electives, each, with C or better
9. Field work requirement
   - 500 hours of documented, relevant work experience supported by industry references indicating capable performance.

The minimum Cumulative Grade Point Average (CGPA) of the courses identified above required for admission to the BTM degree program is 2.00.

It is recognized that certain applicants may not meet all of the admission requirements. These applicants should contact the BTM Program Advisor to review their standing and establish the appropriate bridge for admission.

Applicants without all specific required courses and fieldwork may be conditionally admitted into the program. They will have up to two years to make up any missing requirements.

Individuals with extensive industry experience, but who do not meet all post-secondary educational requirements for admission may apply to the program if they can meet the specific admission requirements identified through Prior Learning Assessment and Recognition of their portfolios.

- The University College of the Cariboo recognizes that adult learners acquire knowledge and skills through life and work experience. Through Prior Learning Assessment and Recognition (PLAR), UCC will assess this knowledge and skills and grant credit/recognition for the learning that has taken place (UCC Policy ED-2.0, April 24, 1996).
- Applicants who have previous credits in appropriate university courses may apply them to the general education requirements of the degree, providing up to one year's credit in the BTM program.

General Requirements

- Applicants are required to meet with the BTM Degree Program Advisor.
- Applicants must attend a selective admissions interview.

Application Procedure and Documentation Required

Should the number of qualified applicants exceed the spaces available, a selective admissions process will be used to determine admission into the BTM degree program. Applicants will be selected competitively based on their Cumulative Grade Point Average (CGPA), work experience, and interview results. Specific criteria for the selection process will be made available to applicants.

In determining eligibility for admission, the CGPA will be calculated on the basis of total grade points earned divided by the total credit attempts for all courses listed in the specific admission requirements. The minimum GPA required for admission to the BTM degree program is 2.00 but may vary from year to year.

- Applications should be obtained from, and filed with the Admissions' Office. The following documentation must be included with all applications:

1. Official transcripts of all previous secondary and post-secondary educational records.
2. Proof of citizenship, landed immigrant status, or valid student visa.

- Application dates:
  a. For Fall semester admission: November 15 to April 15.
  b. For Winter semester admission: November 1 to November 30.
  c. Late applications will be considered on a space-available basis.
- Applications will be assessed by the Admissions' Office. Assessments will be reviewed by the BTM Degree Program Advisor who will be responsible for determining the academic qualifications of the applicant.
- Applicants must submit a detailed resume showing evidence of work in the field along with three references, one of which must be from industry, to the BTM Degree Program Advisor.

The School of Tourism is committed to review and evaluate its programs, courses, admission policies and processes on an on-going basis.

Program Requirements

Tourism and Business Core Courses

BTM degree students must complete the Tourism and Business Core Courses listed below:

	Course	Description	Credits
1.	Advanced Communication – Select one of:		3
	ENGL 229	Oral and Written Communications	
	Or JOUR 453	Corporate and Media Communication	
2.	BBUS 312	Business Finance	3
3.	Organizational Leadership – Select one of:		3
	BBUS 374	Organization Theory	
	Or BBUS 388	Teamwork in Organizations	
4.	Marketing – Select one of:		3
	BBUS 342	Introduction to Marketing Research	
	or BBUS 448	Promotion Management	
	or JOUR 455	Media and Public Relations	
5.	Human Resources – Select one of:		3
	BBUS 481	Planning and Staffing	
	or BBUS 482	Training, Development and Compensation	
	or BBUS 486	Selected Topics in Human Resource Management	
6.	TMGT 301	Community & Cultural Issues in Tourism	3
7.	TMGT 302	Tourism Policy & Planning	3
8.	BUEC 333	Economic and Business Statistics 2	3
9.	TMGT 401	Tourism Product Development and Innovation	3
10.	Upper Level Economics – Select one of:		3
	ECON 370	Benefit-Cost Analysis and the Economics of Project Evaluation	
	or ECON 371	Economics of the Environment	
	30 Core Credits		

Concentrations

BTM degree students can complete one of the following areas of concentration: Tourism Management, Adventure Tourism, or General.

Tourism Management Concentration: 15 credits

Course	Description	Credits
TMGT 304	Land Use Management and Tourism	3
TMGT 402	Graduating Seminar	3
and three of the following:		
TMGT 403	Resort & Recreation Management	3
TMGT 404	Tourism Planning and Sustainable Development	3
TMGT 405	Event Tourism	3
TMGT 406	Selected Topics in Tourism	3
TMGT 407	Directed Studies in Tourism	3

OR

Adventure Tourism Concentration: 15 credits

Course	Description	Credits
TMGT 304	Land Use Management and Tourism	3
TMGT 402	Graduating Seminar	3
and three of the following:		
ADVG 401	Business Applications for Adventure Tourism Management	3
ADVG 402	Legal Liability & Risk Management for Adventure Operations	3
ADVG 403	Contemporary Perspectives in Adventure Tourism Management	3
ADVG 404	Adventure Tourism Programming	3
TMGT 407	Directed Studies in Tourism	3

OR

General Concentration: 15 credits

Course	Description	Credits
TMGT 304	Land Use Management and Tourism	3
TMGT 402	Graduating Seminar	3
and 9 credits from any Tourism concentration, major or minor		9

AND

15 credits of unrestricted electives (upper or lower level)

In order to earn a Bachelor of Tourism Management degree with a concentration, students must complete a minimum of 45 upper level credits (300/400 level)
60 Total Program Credits

Major in Adventure Tourism Management – 30 credits

Note: Students pursuing a Major must complete a minimum of 48 upper level credits

TMGT 304-3	Land use Management and Tourism
TMGT 402-3	Graduating Seminar
	And 24 credits from the following:
ADVG 401-3	Business Applications in Adventure Tourism
ADVG 402-3	Legal Liability and Risk Management in Adventure Tourism
ADVG 403-3	Contemporary Perspectives in Adventure Tourism Management
ADVG 404-3	Adventure Tourism Programming
ADVG 405-3	International Adventure Tourism Development
ADVG 406-3	International Adventure Tourism Operations
ADVG 407-3	Selected Topics in Nature-based and Adventure Tourism
ADVG 408-3	Research in Adventure Tourism
ADVG 409-3	Nature-based Tourism Policy, Planning and Development
ADVG 410-6	Adventure Tourism Field Trip

Minor in Adventure Tourism – 18 credits

Note: Students pursuing a Minor must also complete a Major in another area

TMGT 304-3	Land use Management and Tourism
TMGT 402-3	Graduating Seminar
	And 12 credits from the following:
ADVG 401-3	Business Applications in Adventure Tourism
ADVG 402-3	Legal Liability and Risk Management in Adventure Tourism
ADVG 403-3	Contemporary Perspectives in Adventure Tourism Management
ADVG 404-3	Adventure Tourism Programming
ADVG 407-3	Selected Topics in Nature-based and Adventure Tourism

Minor in Nature-based and Adventure Tourism International Development – 18 credits

Note: Students pursuing a Minor must also complete a Major in another area.

The intention is to offer the Minor in Nature-based and Adventure Tourism International Development as a bundle of courses in an international location (for example, as a spring or summer field trip in a developing country).

TMGT 304-3	Land use Management and Tourism
TMGT 402-3	Graduating Seminar
	And 24 credits from the following:
ADVG 405-3	International Adventure Tourism Development
ADVG 406-3	International Adventure Tourism Operations
ADVG 409-3	Nature-based Tourism Policy, Planning and Development
ADVG 410-6	Adventure Tourism Field Trip

Honours Degree in Adventure Tourism Management – 36 credits

Note: Students pursuing an Honours degree must complete a minimum of 54 upper level credits

TMGT 304-3	Land use Management and Tourism
TMGT 402-3	Graduating Seminar
	And 30 credits from the following:
ADVG 401-3	Business Applications in Adventure Tourism
ADVG 402-3	Legal Liability and Risk Management in Adventure Tourism
ADVG 403-3	Contemporary Perspectives in Adventure Tourism Management
ADVG 404-3	Adventure Tourism Programming
ADVG 405-3	International Adventure Tourism Development
ADVG 406-3	International Adventure Tourism Operations
ADVG 407-3	Selected Topics in Nature-based and Adventure Tourism
ADVG 408-3	Research in Adventure Tourism
ADVG 409-3	Nature-based Tourism Policy, Planning and Development
ADVG 410-6	Adventure Tourism Field Trip

The School of Tourism is currently developing additional Concentrations, Majors and/or Minors for the Bachelor of Tourism Management.

Program Guides

- Program guides will be developed for each student enrolled in the BTM Degree Program. These guides will identify a student's standing in the program and will be updated as soon as course marks have been recorded in the Registrar's Office.
- The program guide will identify when a student is placed on a learning contract and when they are released from that responsibility.
- A copy of this program guide will be given to the student.

Program Policies

Students must:

1. Earn a grade of "C" or better in each core course, in each course serving as a prerequisite for another included in the student's program and each course counting toward a concentration.
2. Maintain an overall CGPA of at least 2.00. The CGPA will be calculated based on total grade points earned divided by the total credit attempts for all courses.
3. In order to earn a UCC BTM degree, at least 30 credits (50%) of the course work counted toward completion of the requirements for the degree must be completed at The University College of the Cariboo.

   In addition, at least 50% of courses at the 300 and 400 level must be completed at UCC in order to earn a UCC BTM degree.

   - Extensions to this policy may be granted with prior approval to students involved in academic exchanges with other post-secondary institutions.

4. To remain in the BTM program after admission:

- Students must earn grades of "C" or better in all School of Tourism and School of Business courses;
- Students cannot repeat a course more than twice; and
- Students must maintain a cumulative GPA of at least 2.00

Students failing to meet the CGPA requirements will be placed on a learning contract.

The following table illustrates the various entry and completion paths that are possible:

	Minimum Degree Completion In:
Hospitality/Tourism Diploma graduate from approved post-secondary institution*	2 years
Other two-year Diploma graduate with industry experience*	2.5 years
Other two-year Diploma graduate with no industry experience*	3 years
Applicant with extensive industry experience, but who has less than 60 credits of post-secondary education*	3 years
BBA graduate with industry experience*	1 year
BBA graduate with no industry experience*	1.5 years
Other candidate with an undergraduate degree and industry experience*	2 years
	Maximum Degree Completion In:
Part-time students	6 years
* May require a bridge before admission	

Course Descriptions

See **Course Descriptions** section of this calendar for detailed course information.

Suggested Course Sequence

Pre-BTM:

Year 1		
Fall Semester		
1.	English (ENGL 151 or ENGL 110)	
2.	Computing (COMP 191 or COMP 170)	
3.	MATH 110	Finite Math with Applications
4.	TMGT 111	The Tourism Industry
5.	TMGT 116	Organizational Leadership in Tourism
Winter Semester		
1.	English (ENGL 161 or ENGL 162)	
2.	ACCT 100	Financial Accounting
3.	TMGT 114	Human Resources Management
4.	TMGT 115	Marketing and Customer Service
5.	Elective 1	

Year 2		
Fall Semester		
1.	ACCT 101	Management Accounting
2.	TMGT 225	Hospitality Law
3.	TMGT 125	Applied Sales and Marketing
4.	ECON 190	Principles of Microeconomics
5.	Elective 2	
Winter Semester		
1.	ECON 195	Principles of Macroeconomics
2.	MATH 120	Introduction to Statistics
3.	TMGT 261	Environmental Issues in the Tourism Industry
4.	Elective 3	
5.	Elective 4	

BTM Program:

Year 3		
Fall Semester		
1.	Elective	
2.	Advanced Communications	
3.	BUEC 333	Economic & Business Statistics 2**
4.	TMGT 301	Community & Cultural Issues in Tourism
5.	TMGT 302	Tourism Policy and Planning

Winter Semester		
1.	TMGT 304	Land Use Management & Tourism
2.	BBUS 312	Business Finance**
3.	Elective or upper level Economics (ECON 371)	
4.	Elective	
5.	Organizational Leadership	

Year 4		
Fall Semester		
1.	Marketing	
2.	TMGT 401	Tourism Product Development and Innovation
3.	Human Resource Management or elective	
4.	Concentration	
5.	Concentration or upper level Economics (ECON 370) or elective	
Winter Semester		
1.	Elective	
2.	Human Resource Management or elective	
3.	TMGT 402	Graduating Seminar**
4.	Concentration or upper level Economics (ECON 371)	
5.	Concentration	
** Denotes courses that are offered during both the Fall and Winter Semesters.		

ACADEMIC PROGRAMS (UNIVERSITY TRANSFER)

General Information

UCC now offers a significant number of degree options, but some students cannot complete their degree program at UCC and will need to transfer to another university in their final year(s). A student intending to transfer to a university should review the university's requirements before registering for the appropriate courses at UCC. Advice and help in selecting a course of studies may be obtained from a Counsellor, or Academic Advisor of the Counselling department at UCC.

Students wishing to transfer to a university should attempt to complete a minimum of thirty semester hours of credit each year. The B.C. universities require the equivalent of an additional sixty semester hours of credit to be completed during their third and fourth year to complete degree requirements for most degrees.

Many professional schools and faculties (such as Education and Law) at the universities will admit only students who have completed one or more years of a specified program in Arts or Science. Most of these prerequisite courses may be taken at UCC.

The transferability of courses taken at UCC is determined by the institution to which the student transfers. Students who plan to transfer from UCC to another institution should consult the Registrar of that institution. An institution to which an official transcript is sent may evaluate the courses and establish the standing of the student in accordance with its own policies and regulations. Course equivalencies at the University of British Columbia, Simon Fraser University, the University of Lethbridge and the University of Victoria are listed in the B.C. Transfer Guide.

Use the calendars and other publications of the universities to become familiar with admission requirements for transfer students. There may be regulations concerning grade point average, course loads, transfer credit, etc. of concern to transfer students.

A student wishing to proceed to a Bachelors degree at another institution is usually expected to follow a specialty in a prescribed Major or Honours program.

Further information regarding Major and Honours program requirements is given in the university calendars and may be obtained from the college academic advisors. A representative selection of calendars is available in the resource centre located at the Counselling Office for use by students and the community. New students should arrange for an appointment with an academic advisor at the counselling office before selecting their program of study. If a student requires in-depth career planning, counsellors are available for interviews.

Admission Requirements

Please refer to the General Information section of the UCC Calendar for the statement of admission policy at UCC.

Educational Requirements

B.C. Grade 12 or equivalent, or mature student status. Additional specific requirements and prerequisites are listed in the calendar under the individual courses, disciplines, and programs.

International Students

To enter ENGLISH 110, or full time study in any academic program, students must comply with one of:

Score a 6 on the composition section of the English Proficiency Test.
Present TOEFL score of 570 or above.
Complete all CESL courses required as determined by initial English Language Assessment earning a mark of C+ or higher in CESL 057 and CESL 058.
Complete B.C. Grade 12 (or approved equivalent) with a combined score in ENGLISH 12 of 73% or better on the course and provincial exam; B.C. grads with scores below 73% may present a current LPI score for consideration.

English Requirement

For admission to academic English courses, the following requirements must be met:

- ENGL 110
- 73% on the combined English 12 and Government Exam (within the last 5 years)
- or Level 4, on the composition section of the Language Proficiency Index (within the last 2 years)
- or Completion of English 060
- or Completion of CESL 057 and 058 with grade C+ or better.
- ENGL 111
- 80% on the combined English 12 and Government Exam (within the last 5 years)
- or Level 5, on the composition section of the Language Proficiency Index (within the last 2 years)

The Language Proficiency Index (LPI) can be used to diagnose a student's level of writing skills. The results provide an indication of the type and level of English course best suited to the individual's need. LPI result slips should be presented during registration. Students in doubt as to interpretation of results and course placement should consult the Chairperson of English and Modern Languages or an academic Advisor.

Dates for the writing of the LPI test will be set January through May, July, August, and November as well. For information on site and specific time, please contact the Assessment Centre, Old Main 1762 or phone (250) 828-5470.

These regulations apply to students transferring to UCC from other post-secondary institutions, unless they possess the equivalent of two semesters of first-year English.

Certificate Programs

The Admissions Department will arrange for evaluation, on request, of official transcripts for work completed elsewhere and will grant transfer credit towards specific programs.

Certain courses may be challenged for credit. The purpose of this challenge is to determine whether knowledge and experience gained outside the college is equivalent to that required for successful completion of a course. Normally, the maximum transfer credit and challenge credit will be 50% of the credit value of the program.

Some courses in College certificate programs may require a prerequisite which is not a part of the certificate program itself. College Certificates will be granted for the completion of the following programs of study shown below.

Cultural & Social Explorations Certificate		
ANTH	121	Introduction to Cultural Anthropology
GEOG	119/120	Introduction to Historical and Modern Cultural Geography
POLI	121	Contemporary Ideologies
SOCI	111/121	Introduction to Sociology 1 and 2
Plus any three of:		
ANTH	214	Canadian Native Peoples
ANTH	215	Studies in Ethnography
GEOG	212	Geography in an Urban World
POLI	215	Comparative Politics
POLI	222	Political Philosophy

Painting and Drawing Certificate		
FINA	112/122	Fundamentals of Design 1 and 2
FINA	113/123	Drawing 1 and 2
FINA	175/185	Painting 1 and 2
FINA	212/222	Painting 3 and 4
or FINA	213/223	Drawing 3 and 4
FINA	387	Studio Media: Painting and Drawing

Printmaking and Photography Certificate		
FINA	112/122	Fundamentals of Design 1 and 2
or FINA	113/123	Drawing 1 and 2
FINA	174/184	Printmaking 1 and 2
FINA	176/186	Introduction to Photography 1 and 2
FINA	274/284	Printmaking 3 and 4
or FINA	276/286	Photography 3 and 4
or FINA	227/228	Etching and Relief 1 and 2
FINA	388	Studio Media: Printmaking
or FINA	390	Studio Media: Photography and Literature - A Canadian Perspective

Sculpture and Ceramics Certificate		
FINA	112/122	Fundamentals of Design 1 and 2
or FINA	113/123	Drawing 1 and 2
FINA	172/182	Introductory Ceramics 1 and 2
FINA	271/281	Sculpture 1 and 2
FINA	272/282	Ceramics 3 and 4
FINA	389	Studio Media: Sculpture

Environmental Studies Certificate		
BIOL	111/121	First-year Biology
FRST	112/122	Dendrology
GEOG	210	Human Interaction with the Natural Environment
GEOG	112	Earth's Lands and Waters
GEOG	122	Climatology and Biogeography
Plus any three of		
CHEM	110/120	First-year Chemistry
or CHEM	111/121	
GEOL	111	Physical Geology
GEOL	205	Geological Time

Literary And Art History Certificate		
ENGL	110/111/	(any two)
	121	First Year English
ENGL	211/221	Survey of English Literature
FINA	111/121	History of Art 1 and 2
FINA	211/221	History of Art 3 and 4
or		
FINA	202/204	A Survey of Modern Art 1 and 2

Modern Languages Certificate		
FREN	110/120	First-year College French
FREN	111/121	Modern French Language & Literature
FREN	211/221	Advanced College French
Plus any two other approved modern language courses at the 100 level.		

Aboriginal Studies Certificate

The certificate in Aboriginal Studies requires the completion of at least 24 credits in courses designated as "aboriginal content" courses (some courses may have additional pre-requisites).

ANTH	119	Introduction to Archaeology
ANTH	121	Introduction to Cultural Anthropology
ANTH	214*	Canadian Native Peoples
ANTH	219	Ancient North Americans
ANTH	223	Native Peoples and Cultures of British Columbia
ENGL	241	Native Canadian Literature
GEOG	223	The Regional Geography of British Columbia and Yukon
HIST	202	History of the Native Peoples of Canada
POLI	111	The Government and Politics of Canada
SOCI	201	Race and Ethnic Relations
TMGT	102	Cultural Heritage and Nature Interpretation

* highly recommended as an introduction to Aboriginal Studies

Note: The following courses would not normally be accessible to students in a certificate program due to the individual course pre-requisites and the requirement of admittance to the Bachelors degree programs for upper level courses. In special circumstances, however, it may be possible for non-traditional students to be admitted to these courses, which may count towards the credits for the certificate.

ANTH	306	Summer Field Training in Archaeology
ANTH	327	First Nations Natural Resource Management
ANTH	401	Native Peoples of North America
ANTH	404	Peoples and Cultures of the North American Arctic
ANTH	405	Canadian Status/Treaty Indian Reserve Communities
ANTH	411	Prehistory of a Special Area in the New World
ANTH	420	Archaeology of British Columbia
EDUC	442	Pedagogy of First Nations Education
ENGL	446	Studies in Commonwealth/Postcolonial Literature
POLI	406	Topics in Latin American Politics
SOCW	354	An Introduction to First Nations Issues and Human Services
THTR	325	History of Canadian Theatre

Associate Diplomas

Associate Diplomas are awarded to recognize the achievements of students who have completed two years (60 credits) of academic work, of which at least 30 credits must have been completed at UCC. Associate status will be of particular value to students who do not subsequently complete a degree program at a university, or who enter the work force for a period of time before transferring to a university.

Completion of an Associate Diploma is possible even for those students who cannot take full-time classes.

Associate Diplomas are also intended to encourage people to pursue learning as a means of self-enrichment and lifelong development. This Associate Diploma recognizes the UCC pre-BBA or Commerce transfer requirements. It is not to be confused with the Business Diploma offered in our career programs.

Associate Of Commerce And Business Administration Diploma

Completion of the University College of the Cariboo pre-BBA admission requirements.

Consult the listings under the UCC Bachelor of Business Administration Degree Program for information on the required course of studies for eligibility.

Associate Degrees

Associate Of Arts Degree (A.A.)

General Requirements

1. Sixty credits of first and second year B.C. university transfer courses.
2. A cumulative GPA of 2.0 for all courses counting towards the credential.

Specific Requirements

1. Six credits in first year English
2. Thirty-six credits in Arts which shall include: six credits in Social Sciences, six credits in Humanities (including the Creative and Performing Arts).
3. Twenty-four credits of Arts which must include eighteen credits of second year Arts in two or more subject areas (disciplines).
4. Nine semester credits in Science, including three semester credits of Math or Statistics or Computing Science, and three credits in a Lab Science.
5. Nine semester credits of first- or second-year courses.

Note: No course will be used to meet more than one of the specific requirements.

Classification of Arts subjects for the Associate of Arts Degree

HUMANITIES

- English
- French
- History
- Music
- Spanish
- Fine Arts
- German
- Japanese
- Philosophy
- Theatre

SOCIAL SCIENCE

- Anthropology
- Canadian Studies
- Economics
- Geography (except GEOG 112, 122, 204, 275)
- Political Studies
- Psychology (except PSYC 210)
- Sociology

Please note: The following courses are classified as SCIENCE:
GEOG 112, 122, 204, 275
PSYC 210

Associate Of Science Degree (A.Sc.)

General Requirements

Sixty credits of first and second year B.C. university transfer courses (100 and 200 level).
A cumulative GPA of 2.0 for all courses counting towards the credential.
At least 30 of the 60 credits of course work must have been completed at UCC.

Specific Requirements

1. Six credits in first-year Mathematics (at least 3 credits must be calculus).
2. Thirty-six credits in Science, including at least 3 credits in a laboratory science and at least 18 credits in second-year Science in two or more subject areas (disciplines).

   Note: Computing Science courses are not classed as laboratory science courses.
3. Six credits in first-year English.
4. Six credits in Arts other than English (excluding Math and any courses containing a laboratory component).
5. Six credits of first- or second-year courses, in Arts, Sciences or other areas.

Note: No course will be used to meet more than one of the specific requirements.

Degree Transfer Programs

Course requirements for Bachelor of Arts and Bachelor of Science degrees vary with each university depending on the objective of the student and the Major or Honours program selected. Students proceeding to a Bachelor of Arts or Bachelor of Science Degree must check their selection of courses with the Registrar, College Academic Advisors or Academic Department Chairpersons, to ensure that their program is chosen to correspond with the requirements of the various faculties of the universities.

Students are strongly advised to consult the calendar of the university to which they intend to transfer in order that they may choose an appropriate program which includes the prerequisites required for admission to the degree program desired.

Students should note that they cannot transfer more than 60 credits from UCC to any other university.

Students wishing to enrol in a UCC program requiring more than fifteen semester hours of credit in any one semester should have their program approved by the Registrar in consultation with the appropriate Department Chairperson.

When required, Language Proficiency Index result slips should be presented during registration. Students in doubt as to interpretation of results and course placement should consult the Chairperson of English and Modern Languages or an Academic Advisor. This regulation applies to students transferring to UCC from other post-secondary institutions, unless they possess the equivalent of two semesters of first-year English.

Bachelor Of Commerce And Business Administration Transfer Programs

Chairpersons

GORDON TARZWELL, B.A., M.A., Ph.D., Economics
DAN THOMPSON, B.Comm. (Hons), B.Ed., M.B.A., C.M.A., C.F.A., Cert Data Process, Management

Program Advisor

BROCK DYKEMAN, B.A. (Hons), Lic. Acct., C.A.

UCC offers two-year transfer programs for students interested in transferring to the University of British Columbia to complete a Bachelor of Commerce degree or to Simon Fraser University to complete a Bachelor of Business Administration degree. Transfer to the University of Victoria and other Canadian universities is also possible.

Completion of a transfer program does not guarantee admission to university or University College of the Cariboo BBA study. Due to the quota method of selection, the universities currently require a cumulative GPA of 3.2 or better.

Because university admission requirements change frequently, you should contact the UCC Program Advisor, after which you will need to consult the university of your choice directly in order to ensure you take the relevant course of studies at UCC.

Engineering Transfer Program

Coordinator

BEN GIUDICI, B.A.Sc., M.A.Sc., P.Eng.

In B.C. and Alberta, the following universities offer Bachelors degree programs in engineering subjects: Simon Fraser University, the University of British Columbia, the University of Victoria, the University of Calgary and the University of Alberta.

Transfer is possible from UCC into degree programs at all five universities, to various extents, as detailed below. Admission to the engineering faculties in all universities is competitive, and reaching the minimum required standard is no guarantee of entry. Selection depends on academic performance.

All applicants interested in obtaining an engineering degree are strongly recommended to consult current university calendars to familiarize themselves with the programs available.

Although the major transfer is to UBC and UVIC, UCC Engineering students have successfully transferred to Engineering programs at all three B.C. universities, and to universities outside the province. Additionally, those students achieving high GPAs at Cariboo have established an excellent reputation for the UCC program by their success at B.C. universities.

University of British Columbia

The Faculty of Applied Science at UBC offers programs leading to the Bachelor of Applied Science degree (B.A.Sc.) in Chemical, Civil, Electrical, Geological, Mechanical, Metals and Materials, Mining and Mineral Process Engineering, and Engineering Physics. UCC offers the equivalent of UBC's first year of Engineering on a transfer basis.

Students may enter engineering through one of the following two routes.

1) Admission directly from Grade 12

Qualified students with suitable standing in Mathematics, Physics, and Chemistry at the Grade 12 level will be admitted directly from secondary school into the first year engineering transfer program. On successful completion of the year, such students are eligible to apply for transfer to UBC into the second year of Applied Science. Students should also note a co-operative option is available to students in the UBC Faculty of Applied Science. Entry into the co-op program is competitive, but many UCC transfer students have successfully pursued this option.

2) Admission from first year Science.

Students who complete the first year of science and who wish to obtain an Engineering degree may also apply for admission into the engineering program. Successful completion will lead to eligibility for transfer into second year Applied Science at UBC.

Students who complete the engineering transfer program with an overall GPA of 2.5 or the second year sciences transfer program with an overall GPA of 3.0 are eligible to apply for admission to second year in the UBC Faculty of Applied Science. The GPA is calculated over all attempts (including failures) in all courses.

Admission to UBC is competitive, and students should realize that their chances of being accepted into the engineering specialty of their choice increase with the GPA obtained. A GPA of 2.5 (3.0 for sciences) does not guarantee admission to the UBC Faculty of Applied Science. For example, a GPA of 3.0 or better may be necessary to gain admission to the more popular disciplines.

University of Victoria

The Faculty of Engineering at UVic offers fully co-operative Bachelor of Science degree programs in Computer Engineering, Electrical Engineering, and Mechanical Engineering. Transfer from UCC into these programs has been successful for students with an overall GPA of 3.0 or better in the first year Engineering program at UCC. Interested students should contact the UCC Engineering Transfer Program Coordinator.

Simon Fraser University

The School of Engineering Science at SFU offers an undergraduate degree with concentrations in Computer Engineering, Electronics Engineering, Engineering Physics, or Systems Engineering. Each includes mandatory participation in a co-operative education component. Entry into SFU Engineering Science programs is very competitive. UCC transfer students can expect to require a GPA of 3.5 or better in order to be considered for entry into the second year of the SFU programs. Interested students should contact the UCC Engineering Transfer Program Coordinator.

University of Alberta

The Faculty of Engineering at the University of Alberta offers undergraduate programs in Chemical, Materials, Civil, Environmental, Computer, Electrical, Mechanical, Mining, and Petroleum Engineering, in addition to Engineering Physics. UCC does not have a formal Engineering transfer agreement in place with the University of Alberta. However, students successfully completing the first year of Engineering at UCC may be able to transfer to the University of Alberta with considerable advanced standing. Interested students should contact the UCC Engineering Transfer Program Coordinator.

University of Calgary

The Faculty of Engineering at the University of Calgary offers undergraduate programs in Chemical, Petroleum, Civil, Electrical, Computer, Geomatics, Mechanical, and Manufacturing Engineering. UCC does not have a formal Engineering transfer agreement in place with the University of Calgary. However, students successfully completing the first year of Engineering at UCC may be able to transfer to the University of Calgary with some advanced standing. Interested students should contact the UCC Engineering Transfer Program Coordinator.

Procedure for Admission Directly From Secondary School

Applications should be received no later than April 15 for admission the following September. Applicants who meet the minimum prerequisites are eligible for admission to the program. Allocation of seats will be made on the basis of the average mark obtained in Grade 11 and 12 courses in Math, Chemistry, English and Physics.

The minimum prerequisites for admission direct from secondary school are:

1) B.C. Grade 12 graduation or equivalent
2) Principles of Math 11, Principles of Math 12, Physics 11, Physics 12, and Chemistry 11 with a minimum grade of B in each. Chemistry 12 is also highly recommended.
3) Eligible applicants will be granted a conditional admission to the program, and must then attend one of several pre-registration and orientation sessions which take place in May and June. Admitted applicants must attend one of these sessions in order to be registered in the program. If unable to attend, applicants must contact the UCC Engineering Transfer program coordinator to make alternate arrangements. Conditionally admitted students should call 828-5454 to enrol in a pre-registration and orientation session.

Course Requirements:

Fall Semester	
COMP 152*	ENGL 110
DRAF 152	EPHY 115
ECHE 111	MATH 113
Winter Semester	
APSC 120	EPHY 170
ECHE 121	MATH 130
EPHY 125	MATH 123
Complementary Studies**	

*Students planning to transfer to UVic or SFU can take either COMP 113 or COMP 152 in the fall semester, but must substitute COMP 123 for complementary studies in the winter semester.

**Complementary studies courses approved by UBC include ANTH 111, 121, 214 and 223; ENGL 111; GEOG 211; PHIL 111, 121, and 211; POLI 111, 121, 215 and 222; PSYC 111, 121, 211 and 221.

English Requirements

Note that in order to be admitted to ENGL 110, students must satisfy one of the following:

- 73% on combined English 12 and Government exam within the last 5 years
  or
- Level 4 on the composition section of the Language Proficiency Index within the last 2 years
  or
- completion of ENGL 060
  or
- completion of CESL 057 and CESL 058 with a B- or higher

Procedure for Admission From First Year Science

Applications should be received no later than April 15 for admission the following September.

Applicants who meet the minimum prerequisites are eligible for admission to the program. Allocation of seats will be made on the basis of grade point average over the prerequisite courses.

Late applicants who meet the minimum prerequisites will be admitted on a first-come-first-served basis, space permitting.

The minimum prerequisites for admission under this route are completion of the following courses with the grades noted, together with an overall grade point average of 2.5. Prior attendance at a pre-registration and orientation session is also required. (See below)

CHEM 110/120 or 111/121**	(C+ average)
ENGL 110	
MATH 113/123** or 114/124	(C+ average)
PHYS 115/125** or 110/120	(C+ average)
Appropriate Electives*	(9 college credits)

*It is highly recommended that students intending to transfer to Engineering also complete MATH 130 in their first year of science. Other suitable electives are COMP 113/123 and the complementary studies courses listed above under “Procedure for Admission Directly for Secondary School – Course Requirements”.

**MATH 113/123 and PHYS 115/125 are the recommended courses for students planning to enter the Engineering Transfer program after first year Science. Students will take EPHY 115/125 in their first year of the engineering transfer program if PHYS 115/125 were not taken during the first year of science.

Applicants must attend a pre-registration and orientation session before their registration form can be accepted. To enrol, call 828-5454 or contact the Coordinator for Engineering. Late applicants will be considered if spaces are available, but may have difficulty in enrolling in all required courses.

A student in the engineering transfer program will normally take six courses per semester (not including APSC 120.)

Courses will be selected in consultation with the Engineering Coordinator. Technical Courses will be selected from the following list. The choice of university and particular engineering specialization will dictate which courses are chosen:

APSC 120	GEOL 111
CHEM 215	MATH 130
CHEM 225	MATH 211
COMP 113	MATH 222
COMP 123	MATH 224
COMP 152	MATH 302
COMP 213	MATH 316
COMP 223	MATH 317
DRAF 152	PHYS 200
EPHY 170	PHYS 209
EPHY 215	PHYS 311
	STAT 200

Suitable additional elective courses may be selected to round out a student’s course load.

Forestry Transfer Program

Chairperson and Coordinator
JOHN KARAKATSOULIS, B.Sc.

The Faculty of Forestry at UBC offers four-year degree programs of undergraduate study in five areas of forestry: Forest Resources Management, Forest Operations, Forest Science, Wood Science and Industry, and Natural Resource Conservation.

The first two years are designed to prepare students for entry into the profession of forestry and the last two years for careers in a specialized field.

UCC offers the first general year of Forestry and the second year of Forest Resource Management, Forest Science, Natural Resource Conservation, and Forest Operations.

Admission Requirements

Academic Requirements
To be admitted to the UCC Forestry Program and to be eligible to apply for admission to UBC, students must satisfy the following entrance requirements:
The minimum prerequisite is:

- Grade 12 graduation (or equivalent)
- Math 12
- English 12 with a minimum grade of B within the last 5 years
- Two of Biology 11*, Chemistry 11, or Physics 11 (all three strongly recommended)
- One of Biology 12, Chemistry 12 or Physics 12
- Biology 11 is the minimum requirement for entry into BIOL 111 at UCC

Applications must be received no later than April 15. Applications received after the deadline will be processed only if space in the program remains.

Transfer to UBC

Students who have completed the required first or second year courses with a Grade Point Average of at least 2.50 are eligible to apply for admission to the UBC Faculty of Forestry. The GPA is calculated over all attempts (including failures) in all courses. Admission to the Faculty of Forestry may be competitive and chances of acceptance increase with GPA standing.

Application Procedure

Admissions encourages you to submit an Application for Admission form and related documentation as soon as you complete the requirements. However, the minimum documentation which will be accepted is as follows:

Documentation Required
The following documentation is necessary to verify admission:

- Proof of Citizenship or Landed Immigrant Status if applicant not born in Canada
- Official transcripts of previous secondary and post-secondary education record
- The $15 Application Processing Fee if you have never attended UCC before
- A completed Application for Admission form
- A copy of your official interim or final grades

Limitation of Enrolment
The total number of places available is 20 in each of years one and two.

You will be notified in writing by Admissions if you have been accepted into the program.

Prior to registration, you will be asked to arrange a meeting with the Program Coordinator (250) 828-5467, to discuss course requirements.

Course Requirements For Forest Resource Management
First Year:

Fall Semester	Winter Semester
BIOL 111	BIOL 121
COMP 135	ENGL 111 or 121
ENGL 110 or 111	FRST 100
FRST 112	FRST 122
MATH 114 or 115	MATH 124 or 125

Second Year

Fall Semester	Winter Semester
CHEM 110/111 or *	CHEM 120/121 or *
PHYS 110/115	PHYS 120/125
ECON 190	ECON 195
FRST 210	FRST 200
FRST 220	FRST 211**
STAT 200	FRST 263
Elective	GEOG 122
	Elective
*Select the subject not taken at Grade 12	
**FRST 221 is taken in year 3 at UBC.	

Students entering from First Year Science
Students may elect to enter second year Forest Resource Management upon completing a first year Science program at UCC, or its equivalent. Applicants must have completed:

BIOL 111/121
CHEM 110/120 or 111/121
or
PHYS 110/120 or 115/125
ENGL 110/111/121 (any two)
MATH 114/124
STAT 200

Second Year:

Fall Semester	Winter Semester
COMP 135	ECON 195
ECON 190	FRST 100
FRST 112	FRST 122
FRST 200	FRST 211
FRST 210	FRST 220
GEOG 122	FRST 263

Course Requirements for Forest Science

First Year:

Fall Semester	Winter Semester
BIOL 111	BIOL 121
CHEM 110/111	CHEM 120/121
ENGL 110/111	ENGL 111/121
MATH 114 or 115	FRST 100
PHYS 110/115*	MATH 124 or 125
	PHYS 120/125*

*Physics is not required if taken in grade 12.

Second Year:

Fall Semester	Winter Semester
BIOL 213	BIOL 313
CHEM 212	CHEM 222
COMP 135	FRST 122
FRST 112	FRST 200
FRST 210	FRST 220
STAT 200	FRST 263
	GEOG 122

Course Requirements for Natural Resource Conservation

First Year:

Fall Semester	Winter Semester
BIOL 111	BIOL 121
COMP 135	ENGL 111 or 121
ENGL 110 or 111	FRST 122
FRST 112	GEOG 122
GEOG 112	MATH 114 or 140

Second Year:

Fall Semester	Winter Semester
BIOL 324	STAT 200 or BIOL 300
ECON 190	ECON 195
FRST 200	FRST 220
FRST 210	SOCI 121
SOCI 111	
Elective	Elective

Course Requirements for Forest Operations

First Year:

Fall Semester	Winter Semester
COMP 135	ENGL 111
ENGL 110	FRST 100
FRST 112	FRST 122
MATH 114	MATH 124
PHYS 110	PHYS 120

Second Year:

Fall Semester	Winter Semester
ECON 190	ECON 195
FRST 200	FRST 211
FRST 210	FRST 220
STAT 200	PHYS 220
Elective	Elective

Note: UCC does not offer Forest Operations 1 and 2 which are ordinarily taken in year 2 at UBC. See the program co-ordinator to discuss your options.

Physical Education

Chairperson

PETER MOYLS, B.P.E., M.P.E., Ph.D.

Students interested in majoring in Physical Education may complete all required first year courses at UCC for transfer to UBC and UVic. Courses offered are a combination of activity and theory courses.

They include:

PHED 100	The Analysis of Performance in Individual Sports
PHED 110	Basketball
PHED 112	Outdoor Activities
PHED 114	Aquatics
PHED 116	Soccer
PHED 119	Volleyball
PHED 123	Conditioning
PHED 128	Games, Contests and Relays
PHED 200	Analysis of Performance in Team Sports
PHED 211	An Introduction to the Study of Sport
PHED 212	Biodynamics of Physical Activity
PHED 213	Sport in Canadian Society
PHED 221	The Dynamics of Motor Skill Acquisition
PHED 284	Physical Growth and Motor Development

Transfer to specific university courses can be found in the B.C. Transfer Guide which is available in the UCC Counselling office. It is recommended that students consult with an

Academic Advisor at UCC to plan an appropriate course schedule.

Students should be aware that acceptance at each university is based on grades, suitability and other criteria specific to each university. You are advised to consult with the particular university or again, our Academic Advisors. Additionally if your goal is to enter the Faculty of Education, especially secondary, you must choose a second teachable subject. Advisors at UCC can also assist you in making this choice.

Note: Students wishing to take Physical Education courses as electives for degrees offered at UCC, must check with the specific degree program as to whether the courses are acceptable for credits towards the degree.

Pre-Chiropractic

Chairperson (Biological Sciences):
VALERIE COLLINS, B.Sc., M.Sc., Ph.D.

The Canadian Memorial Chiropractic College is located in Toronto, Ontario and offers a four-year program leading to the professional credential of DC (Doctor of Chiropractic). Candidates seeking admission must have completed at least three full years (90 credits) of university level courses and have a cumulative GPA of 3.00 to 3.30. Although not required, it is recommended that applicants have completed 6 credits of courses with labs in each of organic chemistry and biology, 3 credits in introductory psychology and 9 units in humanities or social sciences.

Admission evaluation is based on a scoring system which is derived from the following: academic assessment, interview, essay and autobiographical submission. Pre-Chiropractic students are advised to visit the Canadian Memorial Chiropractic College website at www.cmcc.ca for further information.

Students completing a Bachelor of Science degree at UCC in preparation for application to the Canadian Memorial Chiropractic College will have the following course requirements.

Course Requirements

First Year
BIOL 111/121
CHEM 110/120 or 111/121
ENGL 110 and one of ENGL 111 or 121
MATH 114/124 or 115/125
PHYS 110/120 or 115/125
Second Year
CHEM 212
COMP 100 or 113
ENGL 229 or 230
PSYC 111
Electives (18 credits – see recommended courses)
Third Year
Electives (30 credits – see recommended courses)

Pre-Dentistry

Chairperson (Biological Sciences):
VALERIE COLLINS, B.Sc., M.Sc., Ph.D.

Students hoping to gain admission to the Faculty of Dentistry at UBC must have completed at least three full years of post-secondary courses, all of which may be taken at UCC.

Course Requirements

First Year
BIOL 111/121
CHEM 110/120 or 111/121
ENGL 110 and one of ENGL 111 or 121
MATH 114/124 or 115/125
PHYS 110/120 or 115/125
Second Year
BIOL 213/234
CHEM 212/222
COMP 100 or 113
ENGL 229 or 230
Electives (12 credits)
Third Year
BIOL 313/323*
Electives (24 credits)
*Note: Registration in any upper level science course must be approved by the B.Sc. Advisor.

Because of severe competition for admission to Dentistry, it is recommended that students choose courses which will lead to a bachelor degree in Science as an alternate career goal.

Pre-Dental students are advised to consult the UBC Faculty of Dentistry website at www.dentistry.ubc.ca . Further information on pre-dental study, including advice on the appropriate choice of electives and transfer to universities other than UBC, may be obtained from the Chairperson.

Pre-Law

Students hoping to gain admission to the Faculty of Law at UBC or UVic must have completed at least three years of university undergraduate degree work. All three of these may be undertaken at UCC.

Pre-Medicine

Chairperson (Biological Sciences):
VALERIE COLLINS, B.Sc., M.Sc., Ph.D.

Students planning to apply for admission to the Doctor of Medicine program at UBC should select courses which satisfy the requirements of a Bachelor's degree of their choice. No particular degree program is considered ideal as preparation for the study and practice of medicine. Candidates for admission must have completed at least three full years of university level courses, all of which may be taken at UCC. The minimum academic standing required for admission is 70% based on all university-level courses attempted. The following prerequisite courses must be completed by April 30th of the year for which application is made.

1. English (two of 110, 111, 121) (ENGL 110 is recommended)
2. Biology 111/121
3. Chemistry 110/120 or 111/121
4. Organic Chemistry 212/222
5. Biochemistry 313/323

Note: other universities may have different prerequisites, for example the University of Alberta has Physics 115/125 as a prerequisite.

Students completing a Bachelor of Science degree at UCC in preparation for application to the Faculty of Medicine at UBC will have the following course requirements:

Course Requirements

First Year
BIOL 111/121
CHEM 110/120 or 111/121
ENGL (two of 110, 111, 121) (ENGL 110 recommended)
MATH 114/124 or 115/125
PHYS 110/120 or 115/125
Second Year
BIOL 213/234
CHEM 212/222
COMP 100 or 113
ENGL 229 or 230
Electives (12 credits; BIOL 210/220 and CHEM 215/225 recommended.)
Third Year
BIOL 313/ 323*
Electives (24 credits.)
*Note that registration in any upper level science course must be approved by the B.Sc. Advisor.

Pre-Medical students are advised to consult the UBC Facutly of Medicine website at www.med.ubc.ca and the on-line transfer guide at www.bccat.bc.ca . Further information on pre-medical study, including advice on the appropriate choice of electives and transfer to universities other than UBC, may be obtained from the Chairperson. Courses in behavioural sciences, genetics and physics, biometrics and statistics are strongly recommended for all applicants.

Pre-Naturopathic Medicine

Chairperson (Biological Sciences):
VALERIE COLLINS, B.Sc., M.Sc., Ph.D.

The Canadian College of Naturopathic Medicine is located in the North York region of Toronto Ontario and offers a four-year, full-time professional program in naturopathic medicine. Graduates receive a Doctor of Naturopathic Medicine (ND) diploma. Applicants must have completed a minimum of three years (90 credits) toward a baccalaureate degree. A cumulative grade point average of 75% is recommended to be competitive. Candidates are evaluated on their academic history a well as their motivation for becoming a naturopathic doctor, leadership skills, problem solving and critical-thinking skills, and specific personal qualities and characteristics.

Required Courses:

BIOL 111/121*
BIOL 313
CHEM 110/120 or 111/121**
CHEM 212**
PSYC 111/121

* The Biology requirement may be fulfilled by either a one-year general biology course or by one semester of cell biology and one semester of anatomy, botany, genetics, microbiology, physiology or zoology.

** A laboratory component is required.

Note: It is recommended that applicants complete courses in some or all of the following areas to prepare for the college curriculum: anatomy, environmental science, genetics, human physiology, microbiology, physics, sociology, statistics, humanities and English composition.
Students completing a Bachelor of Science degree at UCC in preparation for application to the College of Naturopathic Medicine will have the following course requirements.

Course Requirements

First Year
BIOL 111/121
CHEM 110/120 or 111/121
ENGL 110 and one of ENGL 111 or 121
MATH 114/124 or 115/125
PHYS 110/120 or 115/125

Second Year
BIOL 213
CHEM 212
COMP 100 or 113
ENGL 229 or 230
Electives (12 credits – see recommended courses)

Third Year
BIOL 313
Electives (27 credits – see recommended courses)

Pre-Naturopathic Medicine students are advised to consult the college website at www.ccnm.edu and/or the Chairperson for further information.

Pre-Optometry

Chairperson (Biological Sciences):
VALERIE COLLINS, B.Sc., M.Sc., Ph.D.

The School of Optometry at the University of Waterloo offers a 4-year professional program leading to the Doctor of Optometry (OD) degree. Applications to the program are accepted from candidates who have met the following criteria:

A minimum overall university science average of 75%
The science average is the overall average of all courses taken while registered in a faculty of science
Canadian citizen or legal resident of Canada status held for at least 12 months prior to the registration day of the fall term

To be eligible for admission consideration to the School of Optometry, each applicant must have successfully completed the following required prerequisite courses:

BIOL 111/121	BIOL 210
CHEM 110/120 or 111/121	CHEM 212
PHYS 110/120 or 115/125	BIOL 234
MATH 114/124 or 115/125	PHIL 201 or 433 or 435
PSYC 111	BIOL 313
ENGL 110 and one of ENGL 111 or 121	BIOL 354/355
STAT 200	

The following courses are recommended* (3 credits each): Human Anatomy, Embryology, Histology, Immunology, Virology, Sociology, Linear Algebra and/or Geometry and Trigonometry.

*Note: The number of the recommended courses successfully completed will be considered by the Admissions Committee.

Students completing a Bachelor of Science degree at UCC in preparation for application to the School of Optometry at Waterloo will have the following course requirements.

Course Requirements

First Year
BIOL 111/121
CHEM 110/120 or 111/121
ENGL 110 and one of ENGL 111 or 121
MATH 114/124 or 115/125
PHYS 110/120 or 115/125
Second Year
BIOL 210
BIOL 213/234
CHEM 212
COMP 100 or 113
ENGL 229 or 230
PSYC 111
STAT 200
Electives (6 credits – see recommended courses)
Third Year
BIOL 313
BIOL 354/355
PHIL 201 or 433 or 435
Electives (18 credits – see recommended courses)

Pre-Optometry students are advised to consult the University of Waterloo School of Optometry website at: www.optometry.uwaterloo.ca.

Pre-Pharmaceutical Sciences

Chairperson (Biological Sciences):
VALERIE COLLINS, B.Sc., M.Sc., Ph.D.

Students wishing to obtain a B.Sc. (Pharm) degree from the Faculty of Pharmaceutical Sciences at UBC may apply for admission to UBC upon completion of first year science and Chemistry 212/222 at UCC. If accepted they will then complete the Bachelors degree program in four further years.

Students must achieve an average of at least a C+ in first year courses to be eligible to apply to the program.

Course Requirements

BIOL 111/121
CHEM 110/120 or 111/121
CHEM 212/222
ENGL (two of 110, 111, 121)
MATH 114/124 or 115/125
PHYS 110/120 or 115/125

Pre-Pharmacy students are advised to visit the UBC Faculty of Pharmaceutical Science website at **www.ubcpharmacy.org/** for admission details and forms.

Pre-Rehabilitation Sciences

Chairperson (Biological Sciences):
VALERIE COLLINS, B.Sc., M.Sc., Ph.D.

The School of Rehabilitation Sciences within the Faculty of Medicine at UBC offers four-year programs leading to the Degrees of Bachelor of Science in Occupational Therapy, B.Sc.(O.T.) and Bachelor of Science in Physical Therapy, B.Sc.(P.T.). Upon completion of first year science and Chemistry 212/222 at UCC, students may apply for admission to second year at UBC.

Course Requirements for First Year B.Sc. (O.T.)
Minimum of 30 credits which must include:

BIOL 111/121
ENGL (one of 110, 111, 121) (ENGL 110 recommended)
MATH 120 or STAT 200
PSYC 111/121 (3 to 6 credits at the 100 or 200 level)
SOCI 111/121

Note: CHEM 110/120 or CHEM 111/121 is strongly recommended.

Course Requirements for First Year B.Sc. (P.T.)
Minimum of 30 credits which must include:

BIOL 111/121
CHEM 110/120 or 111/121
ENGL (two of 110, 111, 121) (ENGL 110 recommended)
MATH 120 or STAT 200
PSYC 111/121 (3 to 6 credits at the 100 or 200 level)
Additional required course: PHYS 110 (may be used as an elective) or Physics 12

Students wishing to qualify for Rehabilitation Sciences at UBC are advised to visit their website at www.rehab.ubc.ca for admission details and forms. Students must have a minimum academic standing of 70% (GPA 2.8) calculated on 30 credits of prerequisite courses. Advice may also be obtained from the Chairperson or a UCC Academic Advisor.

Pre-Veterinary Medicine

Chairperson (Biological Sciences):
VALERIE COLLINS, B.Sc., M.Sc., Ph.D.

The Western College of Veterinary Medicine (WCVM) at the University of Saskatchewan (Saskatoon) was established to serve the four western provinces. Admission to WCVM requires at least two full years of post-secondary science courses. Because of the severe competition for entry to the veterinary program, potential students are advised to undertake a program of post-secondary study which will lead to an alternate career goal, should they fail to gain admission to veterinary medicine. Applicants must have a minimum cumulative average of 70% in order to be considered for admission into the veterinary program. All grades are converted to a common scale for comparative purposes and this converted average will be used.

The Western College of Veterinary Medicine has introduced an Educational Equity Program for Aboriginal students. In this program, a defined number of seats have been allocated for self-identified applicants of Aboriginal descent. For the purpose of admission, the documents that are accepted as proof of Aboriginal ancestry are listed in The University of Saskatchewan Calendar. The website address is **www.usask.ca/wcvm**.
Students whose alternate career goal is a Bachelors degree in sciences may complete all of their courses at UCC and then apply for admission to WCVM. Course requirements are:

First Year
BIOL 111/121
CHEM 110/120 or 111/121
ENGL (two of 110, 111, 121)
MATH 114/124 or 115/125
PHYS 115/125
Second Year
BIOL 210/220
BIOL 213/234
CHEM 212/222
COMP 100 or 113
ENGL 229 or 230
Electives (6 credits)

Third Year
BIOL 313/323*
BIOL 335*
Electives (21 credits)
*Note that registration in any upper level science course must be approved by the B.Sc. Advisor.

The minimum course requirements for admission to the Western College of Veterinary Medicine is the completion of 60 College credits. However, since genetics is offered only in third year, it will normally take longer than the minimum time to meet all requirements.

CAREER/TECHNOLOGY & VOCATIONAL PROGRAMS

Introduction

Career/Technology and Vocational programs are up to three years in length and normally lead directly to job opportunities. A certificate is granted for completion of programs of one year or less and a diploma is granted for those of two years or longer in duration.

The following programs are available:

Certificate and Diploma

- Anaesthesia Assistant
- Animal Health Technology[1]
- Animal Welfare Certificate
- Applied Business Technology Certificates
- Bookkeeping with Computer Applications
- Business Office Assistant[1]
- Law Office Assistant
- Medical Office Assistant[2]
- General Insurance Certificate
- Business[1]
- Accounting Certificate
- Accounting Technician Diploma
- Business Diploma
- Cardiovascular Perfusion
- Computer Systems: Operations and Management Diploma[1]
- Digital Art and Design Diploma[2]
- Early Childhood Education Certificate[2]
- Engineering Design and Drafting Technology[1]
- Fine Art Diploma[2]
- Horticulture Certificate
- Horticulture/Business Diploma[1]
- Human Service Programs[2]
- Social Services
- Community & School Support
- Child and Youth Care
- Home Support Resident Care Attendant Certificate (Basic and Upgrading)[1]
- Medical Laboratory Assistant Program
- Respiratory Therapy Diploma[2]
- School-Aged Child Care Certificate
- Tourism[1]
- Accommodation Management Certificate
- Adventure Travel Guide Diploma
- Events and Conventions Management Diploma
- Food and Beverage Management Certificate
- Professional Cook Training Certificate
- Professional Cook Upgrading Certificate
- Resort and Hotel Management Diploma
- Retail Meat Processing Certificate
- Tour Coordinator Certificate
- Tourism Supervisory Development Certificate

1 English Requirement:

67% on the combined English 12 and Government Exam (within the last 5 years)

or Level 3 on the composition section of the Language Proficiency Index (within the last 2 years)

or Completion of English 050

2 English Requirement:

73% on the combined English 12 and Government Exam (within the last 5 years)
or level 4 on the composition section of the Language Proficiency Index (within the last 2 years)
or Completion of English 060
or Completion of CESL 057 and CESL 058 with a grade B- or better
orCompletion of English 110

3 English Requirement:

3 credits of 100 level English.

International Students

To enter full time study in a Career Technical program, students must comply with one of:

1) Score at least 115 in the combined score and at least 20 on the composition sub-section of the English Proficiency Test.
2) Complete B.C. Grade 12 (or approved equivalent) with a combined score in ENGLISH 12 of 67% or better on the course and provincial exam; B.C. grads with scores below 67% may present a current LPI score for consideration.
3) Complete all CESL courses required as determined by initial English Language Assessment earning a mark of B- or higher in CESL 057 and CESL 058. Designated programs accept students who have successfully completed level 4.
4) Present TOEFL score of 570 or above. Students seeking Career Technical entry, presenting TOEFL score between 550 and 569 and choosing not to write the EPT, must complete CESL 057 and CESL 058 with a grade of B- or better. Designated programs will accept students presenting a 550 and above TOEFL score.

LPI Testing

For information regarding the LPI test and to register for writing, students should contact the UCC Assessment Centre and/or refer to the L.P.I. Test section of this calendar.

Students in doubt as to the relevance of the LPI to their program should consult the program chair, Chairperson of English and Modern Languages or an Academic Advisor. LPI results should be presented during registration.

Allied Health Programs

Anaesthesia Assistant

Chairperson
BRYAN DALY, R.R.T., M.A.

Coordinator
DAVE SHEETS, R.R.T., I.D.

Medical Directors
DR. BRIAN SAUNDERS, Victoria General Hospital

The University College of the Cariboo has developed an Anaesthesia Assistant Post-Diploma program. The main purpose of the program is to train individuals to fulfill a role recently defined and approved by the Canadian Anaesthetists' Society under the designation "Anaesthesia Technicians". These individuals, for whom a large national market is anticipated, are expected to fulfill a wide range of technical and clinical duties, some of which represent a transfer of function from traditional staff and resident physician roles.

This is a post-graduate program for Registered Respiratory Therapists or Registered Nurses who wish to acquire the academic education and clinical experience to supply technical support and assist in various clinical procedures under the direction of an Anaesthesia Department.

Individuals currently taking this program may be required to take further courses to meet future standards.

Admission Requirements

- Registered Respiratory Therapist, Registered Nurse (critical care experience preferred) or equally qualified individuals
- Letter recommending suitability from an Anaesthesiologist
- Canadian Citizenship or Landed Immigrant Status
- One year of clinical experience after graduation

For more information, contact the Coordinator, Anaesthesia Assistant (250) 828-5465.

Program Outline

Support Courses	
Course	**Title**
CEHS 204	Pharmacology
CEHS 214	Respiratory Therapy Equipment
CEHS 216	Mechanical Ventilation
CEHS 201	Arterial Blood Gases
Core Courses	
Course	**Title**
ASHS 450	Hemodynamic & Physiological Monitoring
ASHS 451	Emergency Cardiac Care
ANES 420	Anaesthesia Equipment
ANES 421	Introduction to Clinical Anaesthesia
Clinical	
Course	**Title**
ANES 425	Clinical

Cardiovascular Perfusion

Chairperson
BRYAN DALY, R.R.T., M.A.

Coordinator
LAWRENCE S. PRINS, R.R.T.(A), M.A.

Associate Faculty
JOHN DOLMAN,B.Sc., M.D., F.R.C.P., Vancouver Hospital
BRIAN MCCLOSKEY, B.Sc., C.P.C., C.C.P., Foothills General Hospital
DOUG SALT, C.P.C., C.C.P., BC Children's Hospital

Clinical Education Co-ordinator
BERNIE HANASYK, R.R.T., C.P.C., C.C.P., Vancouver Hospital

Clinical Instructors
BERNIE HANASYK, R.R.T., C.P.C., C.C.P., Vancouver Hospital
DOUG SALT, R.N. C.P.C., C.C.P., British Columbia Children's Hospital

Medical Directors
DR. JOHN DOLMAN, Clinical Director, Vancouver Hospital
DR. J. LEBLANC, Clinical Director, British Columbia Children's Hospital
DR. B.C. WARRINER, Clinical Director, St. Paul's Hospital

The Cardiovascular Perfusion Technology Program (CVPT) is a post graduate program for Allied Health Professionals (Nurses, Respiratory Therapists, Biomedical Engineering Technologists or Bachelor of Science Graduates). Graduation from the program allows the skilled operation of extra-corporeal equipment used to support or take over the patient's cardiopulmonary function.

This program was cooperatively developed by Vancouver General Hospital and UCC, and is accredited by the Conjoint Committee of the Canadian Medical Association. The didactic portion is offered on an independent-study, tutor-supported basis. The clinical portion must be completed at a training facility that is affiliated with the CVPT program at the University College of the Cariboo.

Program Outline

Support Courses	
Course	**Title**
*CEHS 102	Anatomy and Physiology
*CERT 201	Arterial Blood Gases
*CEHS 202	Pathophysiology
*CEHS 204	Pharmacology
*ASHS 450	Hemodynamic and Physiological Monitoring
*ASHS 451	Emergency Cardiac Care

*Each candidate must demonstrate competency in the subject areas covered by the support courses to qualify for a program interview. This may be accomplished by taking the support course or writing the pre-assessment examination.

These courses offer a continuous intake. All courses are tutor supported, distance delivered and follow an independent study format.

Core Courses

Course	Title
CVPT 401	Cardiovascular Anatomy and Physiology
CVPT 402	Pathophysiology of Perfusion
CVPT 403	Perfusion Equipment and Techniques
CVPT 404	Pediatric Perfusion
*CVPT 412	Clinical Practicum

For more information, contact the Program Coordinator.

Distance Education For The Sciences and Health Sciences

Chairperson

BRYAN A. DALY, R.R.T., M.A.

Facilitators

JANINE CHAN, UCC
TOM DORVAL, UCC
JOANNE FENNELL, Kamloops
JOHN KARAKATSOULIS, UCC
TERRY LAKE, UCC
MIKE LEMPHERS, UCC
HEATHER NOYES, UCC
JOAN PRINS, Kamloops
LARRY PRINS, UCC
RICK RICE, UCC
Dr. DAVE SEDGMAN, Kamloops
DAVID SHEETS, UCC

UCC offers a comprehensive program of distance education for Science and Health Professionals.

All courses are tutor-supported, distance delivered, and follow an independent study format. These courses offer a continuous intake.

Courses presently offered are:

Course	Title
CEHS 169	Pulmonary Physiology & Introduction to Ventilation
CEHS 197	Electrocardiography for the Medical Laboratory Assistant
CEHS 198	Medical Terminology
CEHS 099	Respiratory Therapy Clinical Refresher
AWCP 170	General Animal Welfare
AWCP 171	Advanced Animal Welfare
CEHS 102	Anatomy and Physiology (General)
MLAP 111	Anatomy, Physiology and Medical Terminology
MLAP 121	Professional and Safety Issues
MLAP 131	Laboratory Procedures and Protocols
MLAP 141	Evaluation of Competencies
SINC 180	Science Education for Elementary Teachers
CEHS 201	Arterial Blood Gases
CEHS 202	Pathophysiology
CEHS 204	Pharmacology (for Health Sciences)
FRST/NRSC 210	Forest Ecology
CEHS 211	Pulmonary Diagnostics
CEHS 214	Respiratory Therapy Equipment
CEHS 216	Mechanical Ventilation
ASHS 301	Sleep and Sleep Disorders
ASHS 302	Polysomnography Instrumentation
ASHS 303	Principles of Polysomnography
CVPT 401	Cardiovascular Anatomy and Physiology
CVPT 402	Pathophysiology of Perfusion
CVPT 403	Perfusion Equipment and Techniques
CVPT 404	Pediatric Perfusion
ANES 420	Anaesthesia Equipment
ANES 421	Introduction to Clinical Anaesthesia
ASHS 450	Hemodynamic and Physiological Monitoring
ASHS 451	Emergency Cardiac Care
ASHS 461	Client Centered Approach to Asthma Care
ASHS 462	Concepts in Asthma
ASHS 463	Asthma Management Planning

Animal Health Technology Diploma

Chairperson

DAVID SEDGMAN, D.V.M.

Two Year Diploma Program

Program Description

The program is designed to train individuals for employment as paraprofessionals in the field of veterinary medicine. The Animal Health Technologist works under the supervision of veterinarians and veterinary scientists in a variety of areas including diagnostic testing, x-ray, medical procedures, office protocol, animal nursing, anaesthesia and surgical assistance. Although most graduates are employed in private veterinary practices, positions may be obtained with the Federal and Provincial governments' Health of Animals branches, animal shelters, medical research centers, Zoological Parks and other animal oriented areas in the public and private sectors. Graduates can expect a varied and satisfying career.

UCC is the only institution that offers an Animal Health Technology program in British Columbia. The program is accredited by the Canadian Veterinary Medical Association, and combines classroom and laboratory instruction, field and clinical experience involving small and large animals. Use is

made of local veterinary hospitals to supplement the small animal teaching hospital at the College. Large animal work is carried out in a separate facility where students develop “hands on” experience with cattle, calves, pigs, horses and other livestock.

The program involves up to 31 class contact hours of lecture and laboratory per week. Students are also responsible for case study sessions and for providing routine care for College animals. This involves evening and weekend duty. During the second year of the program, six weeks of practical experience are required at facilities throughout British Columbia.

Instructional Year

In the fourth semester, the program runs from the beginning of January until early June. The practicum sessions are divided into two time periods, late February to mid March, and the beginning of May to early June.

Application Deadline

Applications for admission to Animal Health Technology must be received by the 15th of March for admission the following September. Admissions are selective for the 24 seats available. The deadline for completion of courses-in-progress is August 1st.

Admission Requirements

Minimum criteria for admission

a) Educational Requirements

1) B.C. Grade 12 or equivalent, C average
2) B.C. Principles of Math 11 or equivalent*, C+ minimum grade
3) B.C. Chemistry 11 or equivalent*, C+ minimum grade
4) B.C. Biology 11 or equivalent*, C+ minimum grade
5) The prospective applicant must also have taken one British Columbia Grade 12 Science (or equivalent*, C+ minimum grade). If this course is Biology 12 or BIOL 060 then the requirement for Biology 11 (or equivalent*, C+ minimum grade) is waived. Note: Biology 12 or BIOL 060 is recommended.
6) B.C. English 12/Government Composite of 67% * or LPI Level 3 or English 060 C+ minimum

* Consult Department Chairperson for course equivalencies

b) General Requirements

1) Successful medical
2) Complete immunization schedule
3) Attendance at Program Orientation session and Admission Interview (see details below)
4) Submission of result of Language Proficiency Index if no Grade 12 English
5) Evidence of orientation to a veterinary practice (signature of veterinarian required). It is recommended that applicants attempt to complete two weeks working or volunteering in a veterinary clinic.
6) Computing experience recommended.

Note: Applicants should have a sound secondary school background and an interest in working with and caring for animals. This includes such areas as farms, SPCA, wildlife refuges or any other animal oriented facility. Students should have a desire to develop manual and technical skills. Practical experience in a veterinary facility is considered essential for admission to the AHT program. Consultation with practicing AHTs is strongly advised. Successful applicants may be required to spend additional time at a veterinary facility before commencing classes.

Note: The Chairperson may at his or her discretion, waive certain entrance requirements. Please contact the Chairperson for advice.

The Application Process

Prospective students must submit an application for admission to the program, to be received no later than March 15. The application should include evidence of meeting all program prerequisites including all interim grades. All required courses must be in progress or at least 50% completed by the application deadline.

Selected applicants will be required to attend an orientation session on the day of their interview. Personal interviews will take place in early April. At the discretion of the interview committee, a phone conference call may take place.

Note: Students who have previous post-secondary educational credits and are uncertain of their eligibility for an advanced placement in the program may contact the Department Chairperson by telephone for individual counselling.

Admission Criteria and Interviews

Admission to the program is based on the following criteria:

1. academic history
2. exposure to veterinary practice either as a volunteer or as a paid employee
3. other animal related experience such as experience on a farm, in an SPCA shelter, at a wildlife refuge, in research, etc.
4. other work experience – please provide references if available
5. the interview

After the interview each applicant will be classified as:

1. accepted into program (twenty four seats are available)
2. alternate for acceptance (wait listed), or
3. not accepted into program

Applicants will be notified by telephone or in writing of their status after April 23rd. Those who are offered seats will be required to pay their Fall semester fees within 3 weeks of official notification of acceptance. Students on the wait list will be notified of their status as soon as possible following June 15, and if admitted will be given three weeks after the date of notification to pay their fees to confirm a seat.

All applicants must be in class on the first day of the semester, or their seat will be forfeited and given to a wait-listed applicant.

Applicants have the right to appeal admission decisions. Appeal procedures are described in the Academic Information section of the Calendar.

Failures and Repeats

Students who fail or withdraw from a course or courses during the program will be required to withdraw from the program at once.

Failing or withdrawing students should recognize that there is no guarantee of the opportunity to repeat. Demand for seats is such that space for course repeaters is unlikely to be available.

A student who has previously failed in a health-related program and who subsequently applies for admission to the same program or to another health-related program will be regarded as a repeating student, unless he/she can show cause for being treated as a new student.
When the number of repeating student applicants for a program exceeds the number of available seats, the student(s) admitted will be those who achieved the highest cumulative GPA over courses listed in the program matrix. The relevant department may require potential repeating students to challenge certain portions of courses in which they previously received credit, in order that the currency of practical skills can be assessed. All potential repeating students are reminded that they are subject to program completion-time requirements.

A student who receives a failing grade in a course for failure to meet objectives related to professional responsibility, professional accountability or patient safety may be refused re-admission to the program, (or another health-related program) at the recommendation of the Department Chairperson and the approval of the Divisional Dean.

Costs

Tuition: See Fees section of the calendar.
Books and supplies: Approximately $500/semester.
Special clothing, duplicating, leashes, lockers, BCAHT meeting, pesticide applicators course, etc.: $450
$16.50 lab/studio fee for courses shown with (L).

Students must be prepared to bear the cost of travel to and residency in areas away from Kamloops as required by such activity as clinical practicums, ranch practicums, BCAHT meeting and field work experience (ANHT 260). Each of these are mandatory.

Students are also expected to receive rabies immunization, given at no cost once enrolled into the program, unless they are excused by a medical certificate.

Course Requirements

First Year		
ANHT	101	Laboratory Mathematics
ANHT	109/199	Animal Behaviour 1 and 2
ANHT	151	Veterinary Terminology
ANHT	152/162	Animal Nursing 1 and 2 (L)
ANHT	153	Immunology
ANHT	154	Veterinary Office Management (L)
ANHT	156	Pharmacology
ANHT	159	Domestic Animal Anatomy & Physiology 1 (L)
ANHT	169	Domestic Animal Anatomy & Physiology 2 (L)
ANHT	172/173	Veterinary Clinical Pathology 1 and 2 (L)
ANHT	180	Parasitology (L)
ENGL	166	Occupational Writing for AHTs
MICR	158/168	Veterinary Microbiology 1 and 2 (L)
Second Year		
ANHT	209/299	Animal Behaviour 3 and 4
ANHT	220	Clinical Practicum 4
ANHT	251	Anaesthesiology (L)
ANHT	252	Clinical Practicum 1
ANHT	253	Large and Small Animal Diseases
ANHT	254	Large Animal Science
ANHT	255/265	Large Animal Clinics 1 and 2 (L)
ANHT	257/267	Surgical Assistance 1 and 2 (L)
ANHT	258/268	Radiology 1 and 2 (L)
ANHT	259/262	Animal Nursing and Ward Care 3 and 4 (L)
ANHT	260	Field Work Experience
ANHT	261	Theriogenology
ANHT	263	Clinical Practicum 2
ANHT	264	Anaesthesia and Intensive Care (L)
ANHT	269	Laboratory Animals
ANHT	270	Communications for Animal Health Technologists

Promotion Policy

A minimum of C+ in all courses and a cumulative GPA of 2.5 is required for promotion between semesters and for graduation in the program.

Completion Requirement

Program completion is expected within 2 consecutive years following entry. In the event of failure, and at the discretion of the Chairperson, this may be extended to 3 consecutive years.

Course Descriptions

See **Course Description** section at the back of this calendar for detailed course information.

Animal Welfare Certificate

Program Coordinator

DAVID SEDGMAN, D.V.M.

Program Description

The program is a joint effort between the British Columbia Society for the Prevention of Cruelty to Animals and the University College of the Cariboo. The purpose of the program is to enable animal care workers, students and members of the public who wish to learn more about the animal humane field a means of upgrading their knowledge via distance education. The courses involved cover all aspects of running an animal humane shelter. The advanced course extends this understanding into the public domain with topics such as animal cruelty investigations, the human animal bond, human conflict resolution and the connection between animal and child abuse.

Method of Delivery and Assessment

The program is a distance education course that has no on-site campus requirements. The student will receive printed course materials, videos and an instructional CD. Required texts are available through the UCC bookstore. The course assessment consists of several assignments that are contained in the text of the printed course materials. There are no exams. The student must achieve an overall average of 60% in their assignments to pass a course in the AWCP program.

The assignments can be sent to the AWCP instructor via any means. We encourage the use of the internet and e-mail as the method of assignment submission. Students will be assigned passwords to enable them to access a WebCT site. This site will allow a chat room for AWCP students only, a means of checking on marks and a method of submitting assignments and receiving marked assignments.

Application

This is a continuous entry program. The student can apply at any time during the calendar year.

Admission Requirements

There are no course prerequisites – grade 12 equivalent is recommended.

Timelines

The student needs to have an AWCP course completed within eight months. A three-month extension may be granted but an Extension Rewrite fee will be charged. Only one extension will be granted.

Accreditation

The UCC Biology department will accept either AWCP 170 or AWCP 171 as a “non-science” elective (but not both). The Arts Program committee has accepted both AWCP 170 and AWCP 171 as “non-Arts” credit courses. The Social Work Program will accept AWCP 170 and AWCP 171 as “general studies” credits.

Course Descriptions

See the **Course Description** section at the back of this calendar for detailed course information.

Applied Business Technology Certificates (Formerly Office Administration Certificates)

Chairperson

The Applied Business Technology Department operates on a Team Model, whereby faculty share the responsibility of chairperson.

Program Description

The Applied Business Technology Department offers a variety of training programs that enhance qualifications and broaden employment options. These programs include advanced training and specialization in the latest technology and equipment used in the modern office.

The Applied Business Technology Department offers specialized certificates in the following areas:

Certificate Programs:

- Bookkeeping with Computer Applications (9 months)
- (breitkreitz@cariboo.bc.ca) (250) 371-5890
- Business Office Assistant (8 months)
- (vlinton@cariboo.bc.ca) (250) 371-5893
- General Insurance Certificate (3 ½ months)
- Law Office Assistant (9 months)
- (250) 371-5894
- Medical Office Assistant (9 months)
- (jrohrmoser@cariboo.bc.ca) (250) 371-5891

The Business Office Assistant Program welcomes international students interested in learning skills necessary to be productive in an office. Students will study along side Canadian students. To apply, contact International Admissions, Ph: (250) 828-5252 Fax: (250) 371-5513

Visit our Website:
www.cariboo.bc.ca/psd/bus/oad/oadhome.htm

Admission Requirements for:

- Bookkeeping with Computer Applications
- Business Office Assistant

I. Educational Requirements

B.C. Grade 11 or equivalent (Grade 12 preferred) or Mature Student status

II. General Requirements

a) Minimum keyboarding speed of 25 net words per minute

b) Satisfactory achievement on the Entry Assessment Tests.

or B standing in English 050

or 67% on the combined English 12 and Government Exam (within the last 5 years)

Admission Requirements for:
General Insurance Certificate

I. Educational Requirements:

Grade 12 or mature student status.

II. General Requirements:

Touch typing skills (pretested).
Successful completion of CAT 2, Level 19.
Interview with the program coordinator or department chairperson.

Admission Requirements for:
Law Office Assistant

Entry into the Law Office Assistant Program is on a competitive basis. All applicants must meet the following educational and general requirements to be considered for admission.

I. Educational Requirements

a) B.C. Grade 12 or equivalent or Mature Student status

b) Introductory DOS, minimum 20 hours, with a B standing (available through UCC Continuing Education)

or Data Processing 12, or equivalent

c) Introductory Word Processing on the Microcomputer, minimum 20 hours, with a B standing (available through UCC Continuing Education)

or Data Processing 12, or equivalent

II. General Requirements

a) Minimum keyboarding speed of 35 net words per minute

b) Satisfactory achievement on the Entry Assessment Tests.

c) Attendance at an Orientation and Testing Session (held in May or April)

The purpose of these sessions is to collect from students all documentation regarding admission requirements and to provide information about courses and admission procedures. Prospective students will also be asked to take a keyboarding test and to write a brief composition on a topic related to their interest in the legal field. Detailed instructions will be provided at the sessions. Please call the Coordinator at (250) 371-5894 to reserve a seat.

d) Attendance at a personal interview

The object of the personal interview is to assist in assessing a student's readiness to enter the Law Office Assistant Program. During your interview, you will have the opportunity to ask further questions and to discuss your qualifications and career goals. Your test results and marks will be reviewed with you at this time. All interviewees will be asked similar questions, and as a result of their responses, will be ranked in a number of categories designed to determine, for example, their knowledge of the legal profession, their communication skills, their responsibility and commitment, etc. Appointments for interviews will be arranged following the Orientation and Testing sessions. Out of town applicants may be interviewed by phone.

III. Ranking Process

After all of the above requirements are met, applicants will be ranked on the following basis:

a) CAT/2 70%

b) Essay (Grammar, punctuation, spelling and organization: 8%; content: 2%) 20%

c) Interview 10%

After ranking, applicants will be classified as:

a) Accepted into the program

b) Alternate for acceptance (on the waiting list)

c) Not accepted into the program

Admission Requirements for:
Medical Office Assistant

I. Educational Requirements

a) B.C. Grade 12 or equivalent or Mature Student status

II. General Requirements

a) Minimum keyboarding speed of 35 net words per minute

b) 73% on the combined English 12 and Government Exam (within the last 5 years)

or Satisfactory achievement on the Entry Assessment Tests.

or B standing in English 060

c) OAAC100 Introduction to Bookkeeping (or equivalent)

or documented proof of work experience in bookkeeping. This requirement may be met concurrently.

General Requirements for ALL Programs:

a) Official transcripts of previous secondary and post-secondary educational record

b) Proof of Canadian Citizenship or Landed Immigrant status

c) Submission of a completed Applied Business Technology questionnaire

d) Interview with program coordinator of designate. Call (250) 828-5050 to arrange an interview.

Application Process:

a) Obtain an Applied Business Technology “Application for Admission” package from Admissions or from the Applied Business Technology Department. A non-refundable, one-time, application processing fee of $15.00 is also required

if you have not attended* UCC before. This does not include Continuing Education courses.

b) Prospective Applied Business Technology students must meet the admission requirements for the program. (See Admission Requirements section)

The completed forms and questionnaire, with necessary official transcripts of grades, must be returned to Admissions.

Pre-registration for the Canadian Achievement Test can be arranged through the Assessment Centre at (250) 828-5470.

Pre-registration for the keyboarding speed test can be arranged through the Applied Business Technology Department at (250) 828-5050.

c) The Program Coordinator will review test results and documentation of candidates and contact students to arrange interviews.

d) Following the interview, the Program Coordinator will inform Admissions of those students who have met the admission requirements. Students who have not met requirements will be contacted by the Applied Business Technology Department and advised which skills must be upgraded.

e) Admissions will notify all successful candidates by letter that tuition fees must be paid by a specific date to ensure placement in the program.

Course Structure

Semester 1 is approximately 67 classroom days in length. Semester 2 is approximately 83 classroom days, plus practicum. A student attends classes up to 6 hours per day, five days per week. Part-time students may be accommodated if space permits.

Advanced Credit

The department Chairperson will evaluate, on request, official transcripts for courses completed elsewhere and advanced transfer credit may be granted. Forms on which to request transfer credit are available from Admissions and should be completed prior to meeting with the Chairperson.

Course Exemption

Courses taken previously at UCC may exempt students from specific courses in the Applied Business Technology department. Forms with which to request exemption are available from Admissions. The completed forms should be submitted to the Chairperson.

Practicum Placement

Students in the Applied Business Technology Certificate programs who attend regularly, demonstrate a consistently high level of performance and who conduct themselves in a professional manner may qualify for practicum placement in a business office.

Grades

Grades will appear on the student's transcript according to the following scale:

Grade	Definition	Percentage Equivalent
A+	Excellent - Superior Performance	98-100
A	Excellent - Superior Performance	94-97
A-	Excellent - Superior Performance	90-93
B+	Above Average-Very Good Performance	86-89
B	Above Average-Very Good Performance	82-85
B-	Good Performance	78-81
C+	Satisfactory Performance	74-77
C	Minimum Pass	70-73
F	Failure	0-69
W	Withdrawal from course	
DEF	Deferred	
ADV	Advanced credit	
COM	Course completed	
DNC	Did not complete - no official withdrawal	
AUD	Audit	

Costs

Students should budget approximately $500-600 per year for textbooks and other course materials.

Bookkeeping With Computer Applications Certificate

The business environment of today is highly demanding and requires well trained, highly competent clerks and bookkeepers to process financial information. The Bookkeeping with Computer Applications program is intended to provide you with the practical skills and depth of understanding necessary to be successful in this field.

The program offers:

- training in basic clerical skills
- experience with a wide variety of computer software
- a solid grounding in the fundamentals of bookkeeping/ accounting
- extensive hands-on experience with computerized bookkeeping systems.

Semester 1 - Fall Semester (September to December)		
OAAC	100	Introduction to Bookkeeping
OAAC	251	Payroll Processing
OACM	110	Business Communications I
OADS	100	Introduction to Computers & Operating Systems
OAHR	310	Business and Human Relations
OAMA	100	Business Math and Calculators
OAPR	110	Office Procedures
OATS	300	Keyboarding Speed and Accuracy Development
OAWP	100	Word Processing
Semester 2 - Winter Semester (January to May)		
OAAC	253	Accounting 1 (ACCT 121)
OAAC	256	Computerized General Ledger 1 - Simply
OAAC	260	Bookkeeping Systems
OAAC	310	Computerized Inventory
OAAC	330	Computerized Accounts Receivable/Payable
OAAC	340	Computerized General Ledger 2 - ACCPAC
OAAS	310	Electronic Spreadsheets
OACP	240	Financial Reporting and Computer Graphics
OACP	241	Computerized Integrated Project
OADB	100	Database / Records Management

OAJS	300	Resume and Job Search
OAPR	500	Practicum
OATS	300	Keyboarding Speed and Accuracy Development (Elective)

Certificate Requirements

- Successful completion of all courses.
- Keyboarding speed - 40 net words per minute.

Course Descriptions

See **Course Description** section at the back of this calendar for detailed course information.

Business Office Assistant Certificate

This program is designed to prepare students for employment in a wide range of positions in business and industry. Students receive training on the latest technology and equipment. Oral and written communication skills, as well as effective interpersonal skills are emphasized throughout the program. Graduates of this program will have the necessary business office skills to become productive employees immediately upon beginning their office careers.

Semester 1 - Fall Semester (September to December)		
OACM	110	Business Communications 1
OADS	100	Introduction to Computers & Operating Systems
OAFA	110	Computerized Financial Applications
OAFR	100	Financial Records
OAHR	310	Business and Human Relations
OAPR	110	Office Procedures
OATS	300	Keyboarding Speed and Accuracy Development
OAWP	100	Word Processing

Semester 2 - Winter Semester (January to April)		
OAAS	310	Electronic Spreadsheets
OACO	250	The Canadian Office
OADB	100	Database/Records Management
OADO	100	Machine Transcription
OAJS	300	Resume and Job Search
OAPR	500	Practicum
OATS	300	Keyboarding Speed and Accuracy Development
OAWP	370	Word Processing - Advanced
OAWP	385	Windows Integration

Certificate Requirements

- Successful completion of all courses.
- Keyboarding Speed - 55 net words per minute.

Course Descriptions

See **Course Description** section at the back of this calendar for detailed course information.

General Insurance Certificate

The General Insurance Certificate Program is intended to prepare students to become front-line, general insurance office assistants. Graduates of this program will be able to offer employers a combination of insurance knowledge, office skills, and practical knowledge, which will make them immediately productive employees.

The program includes: office skills, computer skills, components of the Canadian Accredited Insurance Broker (CAIB) program, and a two-week practicum. In order to graduate students must also complete the ICBC Autoplan training provided by the Insurance Corporation of BC but offered as one week of seminars during the GIC program. Graduates of the program will be eligible for Level I licensing from the Insurance Council of B.C. (required in order to sell general insurance in B.C.)

The GIC program will be offered as a full-time day and evening program (CAIB courses are always offered in the evenings) lasting 14 weeks. The program is presently offered every second year on a cost-recovery basis. Fees are set each year, please contact the Applied Business Technology Department dates and fees.

OABW	210	Business Writing
OAIP	100	Introduction to Personal Lines
OAIP	110	Insurance Office Software
OAPR	130	Insurance Office Procedures
OAPR	500	Practicum
OAWP	100	Word Processing
CAIB	101	Personal Lines
CAIB	110	Seminar

Certificate Requirements

Successful completion of all courses and completion of ICBC Autoplan Essentials (available while completing the GIC program)

Law Office Assistant Certificate

This program will prepare the student for employment opportunities as a secretary in a legal office, or within the administration of the justice system. Word processing and computer skills are strongly emphasized. Specialized law courses reflect the legal profession's need for support staff trained in the areas of real estate practice, litigation, family law, and company law.

Semester 1 - Fall Semester (September to December)		
OACM	130	Legal Document Drafting and Grammar Review
OAHR	310	Business and Human Relations
OALG	310	Introduction to Law and Legal Citation
OALG	350	Real Estate Practice 1
OALG	360	Real Estate Practice 2
OAPR	120	Law Office Procedures
OATS	300	Keyboarding Speed and Accuracy Development
OAWP	365	Advanced Word Processing for Legal Support Staff
Semester 2 - Winter Semester (January to May)		
OADO	110	Introduction to Legal Transcription
OADO	210	Legal Machine Transcription

OAJS	300	Resume and Job Search
OALG	380	Contract and Tort Law
OALG	410	Litigation 1
OALG	420	Litigation 2
OALG	430	Family Law
OALG	440	Wills and Estates
OALG	450	Company Law
OALG	510	Legal Perspectives
OAPR	500	Practicum
OATS	300	Keyboarding Speed and Accuracy Development

Certificate Requirements

- Successful completion of all subjects.
- Keyboarding speed—60 net words per minute.

Course Descriptions

See **Course Description** section at the back of this calendar for detailed course information.

Medical Office Assistant Certificate

Graduates of this program will have the administrative and clinical knowledge required to work in a medical setting: as a medical office assistant or receptionist in a medical office or clinic; as an admitting clerk or a department receptionist in a hospital.

Semester 1 - Fall Semester (September to December)		
OADS	100	Introduction to Computers & Operating Systems
OAHR	310	Business and Human Relations
OAMD	110	Medical Terminology 1
OAMD	214	MOA Administrative Procedures
OAMD	285	Medical Machine Transcription 1
OATS	300	Keyboarding Speed and Accuracy Development
OAWP	100	Word Processing
Semester 2 - Winter Semester (January to May)		
OAJS	300	Resume and Job Search
OAMD	210	Medical Terminology 2
OAMD	215	MOA Clinical Procedures
OAMD	216	Introduction to Basic Pharmacology for MOAs
OAMD	286	Medical Machine Transcription 2
OAMD	287	Medical Machine Transcription 3
OAMD	530	Medical Billing Procedures
OAPR	500	Practicum
OAPV	510	Perspectives
OATS	300	Keyboarding Speed and Accuracy Development

Certificate Requirements

- Successful completion of all courses.
- Keyboarding speed - 55 net words per minute.

Course Descriptions

See **Course Description** section at the back of this calendar for detailed course information.

E-Learning Via Internet

Contact : vlinton@cariboo.bc.ca

(250) 371-5893

Applied Business Technology Certificates - Williams Lake

The Applied Business Technology Department offers a variety of training programs to enhance the qualifications and broaden the employment options of students. These programs include advanced training and specialization in the latest technology and equipment used in the modern office.

At Williams Lake, the Applied Business Technology Department offers a 10-month Business Office Assistant with Bookkeeping and Computerized Applications program.

Contact the Admissions Department or Applied Business Technology Department in Williams Lake for more information.

Accounting Technician Diploma

Chairperson

DAN THOMPSON, B.Comm. (Hons), B.Ed., M.B.A., Cert. Data Process., C.M.A., C.F.A.

Program Coordinator

IVAN DESJARDINS, B.B.A., Dipl. Pub. Acc., M.Tax, C.A.
(250) 828-5233

Program Description

The primary goal of the Accounting Technician Diploma is to train accounting technicians, who generally work as supervisors in accounting departments or as para-professionals in public accounting firms. However, students in this program have a number of other options. Those who complete the first year will, upon application, receive an Accounting Certificate. This certificate will qualify students for positions as accounting clerks. Students may also decide to continue their education in hopes of attaining a degree and becoming professional accountants.

Admission Requirements

Entry into the Accounting Technician Diploma program is on a competitive basis. All applicants must meet the following educational requirements to be considered for admittance.

1) B.C. Grade 12 or mature student status

2) B.C. Principles of Math 11 or equivalent with at least a C+

   or

   B.C. Applications of Math 12

   or

   Completion of MATH 051 with a C or better

   Completion of Math 12 is recommended.

3) 67% on the combined English 12 and Government Exam

   or

   Level 3 on the Composition Section of the Language Proficiency Index

   or

   Completion of ENGL 050 with a B- or better

   or

   Completion of CESL 047 and 048 with a C+ or better.

Those applicants who meet the requirements will be ranked based on:

1. Mathematics Entrance Test or equivalent, 40%;
2. Language Proficiency Index or equivalent, 40%; and
3. Personal Interview, 20%.

The top 35 applicants will be accepted into the program. These students are required to take a full course load unless they are granted exemptions or do not meet the prerequisites for a course. It is recommended that students have effective keyboarding skills and be familiar with the operation of a microcomputer prior to beginning the program.

Competitive Entry Procedure

Applicants who meet the educational requirements should take the Mathematics Entrance Test and the LPI as soon as possible. Contact the Assessment Centre (250-828-5470) to make arrangements to write these tests. It is the student's responsibility to supply a copy of the LPI test results to Admissions. If you have been out of school for a number of years, you are encouraged to review basic high school algebra prior to writing the Mathematics Entrance Test. The Mathematics Entrance Test is not required, however, if the applicant has obtained a B- or better in Principles of MATH 11 or Applications of Math 12 or MATH 051 within the previous 5 years. Similarly, the applicant who has met one of the following will not be required to write the LPI test:

- 73% on the combined English 12 and Government Exam (within the previous 5 years)

  or

- Completion of ENGL 060 with a grade of B- or better

  or

- Completion of CESL 057 and CESL 058 with grades of B- or better

Applicants will be credited with an equivalent mark for ranking purposes.

The Accounting Coordinator will phone candidates to arrange a personal interview. All interviews will be held in Kamloops during the month of May. Applicants should treat the admissions interview very seriously. Each should dress in appropriate business attire and should prepare by learning as much about the accounting profession and the Accounting Technician Diploma program as possible. Students will be evaluated on their personal characteristics, responsibility and commitment, knowledge of the program and communication skills.

Students will be notified in writing in early June as to whether they have been accepted to the program.

Orientation Session

The 35 students accepted to this program will be required to attend an orientation session in Kamloops in mid-June. Students will be informed of the time and location of this session in their acceptance letter.

Application

To apply to the program, students should write, phone, or drop by UCC for an admission package. Contact:

Admissions

University College of the Cariboo

Box 3010 Kamloops, BC

V2C 5N3

Telephone: (250) 828-5071

All applications must be submitted by April 15, 2002. Late applications will be accepted, but will only be processed if there is space remaining in the program.

A completed application consists of the following documentation:

- the $15 Application Processing Fee for first-time applicants to UCC;
- the Career Technical/Vocational Application for Admission/Re-admission;
- an official high school transcript showing graduation and grades for Mathematics 11, Mathematics 12, and English

12 or an official interim transcript showing enrolment in these courses;

- all official final or interim transcripts for any post-secondary institution attended including UCC;
- an LPI score if required to meet the admission requirements;
- a completed Accounting Technician Diploma Questionnaire/Autobiography.

Re-application

If you were not accepted or applied but did not attend last year, you must submit a new application form. This application is valid from November 2001 to April 2002.

Course Requirements

First Year		
Fall Semester		
ACCT	121	Financial Accounting 1
ENGL or ENGL	110 151	Composition Business Composition
BBUS	237	Introduction to Computers and Information Systems in Business
MATH	110	Finite Mathematics with Applications I
ECON or ECON	195 122	Principles of Macroeconomics Introduction to Basic Economics
Winter Semester		
ACCT	122	Financial Accounting 2
ACCT	192	Accounting Systems 1
ENGL or ENGL	162 161	Business Writing and Public Speaking Report Writing and Business Presentations

ECON or ECON	190 243	Principles of Microeconomics Global and Canadian Economic Issues
BUAD	255	Business Law
Second Year		
Fall Semester		
ACCT	254	Cost and Management Accounting 1
ACCT	255	Intermediate Financial Accounting 1
ACCT	257	Income Taxation 1
BBUS or BUAD	312 252	Business Finance Managerial Finance
MATH	120	Introduction to Statistics
Winter Semester		
ACCT	264	Cost and Management Accounting 2
ACCT	265	Intermediate Financial Accounting 2
ACCT	267	Income Taxation 2
ACCT	262	Auditing
ACCT	295	Accounting Technician Capstone Project

Notes:

Admission to ENGL 110 requires that students have achieved at least 73% on the combined English 12 and Government examination (within the last 5 years); or Level 4 on the Composition section of the LPI (within the last 2 years); or completion of English 060; or completion of CESL 057 and CESL 058 with grades of C+ or better in each.

Students with a B or better in Advanced Accounting 12 may be admitted directly into ACCT 122.

Students must achieve a grade of C- or better in all courses to graduate.

Professional Accounting Designations

The accounting coordinator can be of particular value to those students who are considering becoming a CA, CMA, or CGA and who are interested in taking specific exemption courses. The coordinator has copies of the information brochures published by each of the professional accounting bodies and has an exemption schedule for each of the programs indicating the equivalent courses that must be taken at UCC.

Representatives of the CMA, CGA and CA's will be invited to speak to the students each year.

Bachelor of Business Administration Laddering

Graduates of the Accounting Technician Diploma can ladder into the Bachelor of Business Administration Degree and complete the program in a minimum of two years. Potential laddering students must take the university transfer courses in Economics and English in the first year of the diploma (ECON 190/195 and ENGL 110/162) and Finance in the second year of the diploma (BBUS 312). Also, prior to entering the BBA degree, students must complete two additional courses in calculus (MATH 140/141 or MATH 114/124), as well as two additional electives (BBUS 272 and PHIL 111 or 201 or 221). These courses may be completed in the Fall, Winter, or Summer Sessions. A grade of C+ is required for each Accounting Technician Diploma course counted as a BBA exemption.

Contact the BBA advisor, Brock Dykeman, at (250) 828-5156 for additional information.

Part-Time Students

The Accounting Technician Diploma can also be taken on a part-time basis. For those students who only wish to acquire or update their clerical accounting skills, ACCT 121, ACCT 122, BBUS 237, and ACCT 192 are an excellent combination. These four courses will give the student excellent manual accounting skills and familiarize him or her with the most current computerized accounting software packages.

UCC has a Summer Session running from May through August. Some exemption courses will be offered during the summer. Contact the accounting coordinator for information.

Admission Requirements - Part-time Study

To be accepted to the part-time program, applicants must meet the following entrance requirements:

1. B.C. Grade 12 or mature student status;

   B.C. Math 11 with at least a C+

   or

   Completion of MATH 051 with a C or better; and
2. 67% on the Combined English 12 and Government Exam

   or

Level 3 on the Composition Section of the Language Proficiency Index

or

Completion of English 050 with a B- or better

or

Completion of CESL 047 and 048 with a C+ or better

Applicants should contact the Assessment Centre (250-828-5470) to make arrangements to write the LPI.

Application Deadline - Part-time Study

Applications for part-time study must be submitted no later than September 1, 2002. Contact the Admissions Department for more information at (250) 828-5071.

Course Descriptions

See the **Course Description** section at the back of this calendar for detailed course information.

Business Diploma

Chairperson

DAN THOMPSON, B.Comm. (Hons), B.Ed., M.B.A., Cert. Data Process., C.M.A., C.F.A.

Program Coordinator

DEBORAH LAWTON, B.A., M.B.A., C.S.P.

Program Objectives

The Business Diploma program is designed to provide students with career-oriented education and training in business administration, which will enable them to pursue careers in industry or initiate their own small business ventures.

Admission Requirements

A. Educational Requirements

1. B.C. Grade 12 or equivalent
2. B.C. Applications of Math 12 (pass), or Principles of Math 11 (or equivalent) with at least a C+, or completion of MATH 051 with a C or better.
3. 67% on the combined English 12 and Government Exam (within the last 5 years)

or Level 3 on the Composition section of the Language Proficiency Index (within the last 2 years)

or Completion of English 050 with a B- or better

or Completion of CESL 047 and 048 with a C+ or better.

B. General Requirements

1. Interview with a Program Coordinator
2. It is recommended, but not required, that students entering the program have some familiarity with computers.

First Year **Fall Semester**		
ACCT	100*	Financial Accounting
ENGL or ENGL	151 110*	Business Composition Composition

COMP or BBUS	191 237*	Introduction to Computers and Business Information Introduction to Computers and Informations Systems in Business
BUAD	151	Business Mathematics
BUAD	120	Introduction to Business & Management

Winter Semester		
ACCT	101*	Management Accounting
BUAD	193	Software Applications
ENGL or ENGL	161 162*	Report Writing and Business Presentations Business Writing and Public Speaking
MKTG	150	Marketing
ECON or ECON	122* 195*	Introduction to Basic Economics Principles of Macroeconomics
Second Year **Fall Semester**		
BUAD	255	Business Law
BUAD or BBUS	115* 272*	People in Organizations Organizational Behaviour and Management
MKTG	251	Personal Selling
BUAD	259	Entrepreneurship
		Elective (1 course)
Winter Semester		
MKTG	252	Advertising
BUAD	262	Supervision
MNGT	252	Small Business Management
		Electives (2 courses)

*Transfer credits towards BBA Program

Notes:

Students must achieve a grade of C- or better in all courses to graduate.

Students must apply for the Business Diploma upon completion of all required courses.

Work Experience

A minimum of 30 hours of work experience is required to complete the program. The requirements can be satisfied after Year 1 - Fall Semester and must be completed prior to the end of Year 2 - Winter Semester.

Concentration Areas

All students must complete at least one of the following areas of concentration: Retail Management, Tourism Management and General Business Administration. The availability of any concentration will depend upon funding and enrolment. Consult the Program Coordinator for current information.

1. Retail Management. Any three of:

   MKTG 275-3 Consumer Retailing

   MKTG 265-3 Retail Merchandising

   MKTG 240-3 Retail Management

   Second Language (e.g. French, Japanese, German or Spanish)

2. Tourism Management. Any three of:

   TMGT 111 The Tourist Industry

   HMGT 212 Convention Management & Service

   HMGT 211 Resort Management

   HMGT 221 Food & Beverage Management

   Second Language (e.g. French, Japanese, German or Spanish)

3. General Business Administration

   Total of three courses from the above two concentrations.

Note: The three electives in a concentration area may include at most one second language course.

Course Descriptions

See the **Course Description** section at the back of this calendar for detailed course information.

Certificate in Business Management

Chairperson

DAN THOMPSON, B.Comm. (Hons), B.Ed., M.B.A., Cert. Data Process., C.M.A., C.F.A.

Program Coordinator

DEBORAH LAWTON, B.A., M.B.A., C.S.P.
(250) 828-5257

Program Description

The Certificate in Business Management program provides practical skills in accounting, business mathematics, computers and business communications and foundation knowledge in such areas as marketing, organization behaviour, and business management.

This certificate provides the skills and knowledge required for employment in most entry-level positions. It can also be used as a career advancement tool, when combined with job experience, in a wide variety of business settings. In addition, students have the opportunity to transfer the knowledge and credits gained through completion of this certificate into UCC's two-year Business Diploma.

Admission Requirements

1. Admission to UCC's two-year Business Diploma; or
2. Mature Student Status, as per calendar description under Academic Information; or
3. Participation in the Canadian National "Improving Yours Supervisory Skills, The Learning Program" – Citation I, and enrollment in the Citation II.

All students must complete a pre-admissions interview with the Business Diploma Coordinator prior to enrolling.

Students should have some familiarity with computers.

The Certificate in Business Management will include the following courses:

ACCT 100	Financial Accounting
BUAD 115	People in Organizations
BUAD 120	Introduction to Business & Management
BUAD 151	Business Mathematics
BUAD 262	Supervision
COMP 191	Introduction to Computers and Business Information Systems
ECON 122	Introduction to Basic Economics
ENGL 151	Business Composition
ENGL 161	Report Writing and Business Presentations
MKTG 150	Marketing

Course Descriptions

See the **Course Description** section at the back of this calendar for detailed course information.

Computer Systems: Operations and Management Diploma

Chairperson
KEVIN O'NEIL, B.Sc., M.Sc.

Program Coordinator
JACK R. MATHEWS, B.A.
(250) 828-5214

Two Year Diploma Program

Program Description

The Computer Systems: Operations and Management Program (CSOM) is designed to produce graduates who will immediately become productive employees, and who will have the breadth of background necessary for advancement as their career progresses. Career opportunities may include computer programming, E-commerce programming, website developer, network administrator, software development, computer operations, systems design or systems management. Students completing this program may be hired as the only "computer person" in a small business, or they may begin their career in a junior position with a large computing organization.

Entrance to this program is ideally suited to both the secondary school graduate or the more mature student seeking a career change or the opportunity to enhance their job skills.

All graduates will have considerable experience with programming languages, data structures, databases and files, hardware components and specifications, networking methodology, as well as systems. The main emphasis of the program is to highlight the importance of sound problem solving methodology, supported by hands on instruction in the most popular and the most utilized computing software and hardware. This approach, together with courses in English, Business and Mathematics will ideally prepare them for work, further training and advancement. A commitment to professionalism is an essential characteristic of the program.

CSOM is accredited by the Canadian Information Processing Society (CIPS).

Co-operative Education Option

Co-operative Education is the integration of theory and practical experience. Students have specific periods of paid employment (Work Terms) alternating with specific periods of study (Academic Semesters). Students with a minimum GPA of 2.67 will be eligible to apply for participation in three four-month Work Terms. The number of co-op students will be limited. For additional information, brochures and work term eligibility criteria, contact Co-operative Education, (250) 371-5680.

CSOM is offered both as a Co-op program and as an optional regular program. Consult the Program Coordinator for details.

Admission Requirements

a) Educational Requirements

1) B.C. Grade 12 or equivalent with C+ average
2) B.C. Principles of Math 12 or equivalent (Math 061) with C+ average
3) 67% on the combined English 12 and Government Exam (within the last 5 years)

or Level 3 on the composition section of the Language Proficiency Index (within the last 2 years)

or Completion of English 060

or Completion of CESL 058 with a B- or better

4) Equivalent of COMP 12 **or** UCC COMP 060 **or** Coordinator's permission.

Knowledge of a micro-computer operating environment (DOS, Windows, Macintosh)

6) Ability to use a text editor (ie. WordPerfect, Winword, etc.)

b) General Requirements

1) Submission of a completed CSOM admissions questionnaire prior to the student interview.
2) Interview with the Program Coordinator or designate.

Prerequisites

To qualify as a prerequisite within the program, a mark of C or better must be achieved.

Applications

Students request application packages from the Admissions Department. Since there are a limited number of places available in the program, applications should be submitted early.

Note: Up to 34 full-time non-repeating students will be given confirmed seats prior to June 15th / November 15th in order of their application date, providing they have completed all admission requirements.

Note: Students who are either part-time or repeating students will be wait-listed prior to June 15th / November 15th and will be admitted subsequently subject to space being available, as determined by the department.

Costs

$16.50 lab/studio fee for courses shown with (L).

Co-op fees and other student expenses are detailed in the Co-operative Education section of this calendar.

Course Requirements

Note: All second year computer courses require either successful completion of first year as a prerequisite or department permission.

First Year		
1st Semester		
ACCT	100	Introduction to Accounting for Non-Accountants
COMP	113	Computer Programming I (L)
COMP	157	Introduction to Data Processing Principles
ENGL	155	Technical Writing 1
COMP	253	Small Computer Systems: Organization and Architecture
2nd Semester		
COMP	123	Computer Programming II (L)
COMP	167	Introduction to File Processing
MATH	110	Finite Mathematics with Applications 1
ENGL	165	Technical Writing 2
COMP	263	Small Computer Systems: Communication and Networks

Second Year		
3rd Semester		
COMP	252	Programming in C++
COMP	256	Database Programming (L)
COMP	257	Systems Analysis and Design 1
COMP	268	Special Topics in Computing
MATH	120	Introduction to Statistics
4th Semester		
COMP	254	Information Resource Management and Issues (L)
COMP	262	E-Commerce Systems Development
COMP	264	Languages: Advanced Programming
COMP	266	Introduction to Object Oriented Programming
COMP	267	Systems Analysis and Design 2

CSOM Co-op Time Pattern

	Year 1	Year 2	Year 3
Sept – Dec	Academic Semester 1	Co-op Work Term 2	Academic Semester 4
Jan – April	Academic Semester 2	Academic Semester 3	Grad
May - Aug	Co-op Work Term 1	Co-op Work Term 3	

Or

	Year 1	Year 2	Year 3
Sept – Dec		Co-op Work Term 1	Co-op Work Term 3
Jan – April	Academic Semester 1	Co-op Work Term 2	Academic Semester 4
May - Aug	Academic Semester 2	Academic Semester 3	Grad

Course Descriptions

See **Course Description** section at the back of this calendar for detailed course information.

Continuing Education For Nurses

UCC offers a comprehensive program of continuing education and advanced study courses for nursing personnel. These courses will benefit those who wish to strengthen their theoretical knowledge, remain current and advance within their profession.

Contact the School of Nursing secretary for more information.

Gerontic Nursing

A post-basic theory course consisting of six self-directed, self-paced modules on the nature of aging and the needs of the elderly person requiring health care. In addition, the course describes how society's attitudes affect both the aging individual, and the health care delivery system. The course is currently being re-developed. Contact the School of Nursing secretary for more information.

Digital Art and Design Diploma

Note: Contact the Registrar's office or Digital Art & Design program faculty before beginning coursework to satisfy Digital Art & Design Admissions requirements. The Digital Art & Design program is awaiting funding approval to introduce a new program format. The most significant changes will be:

1. A removal of the requirement for 27 credits of Fine Arts plus 3 credits of English (Admission Requirement a.2 listed below).
2. A change in the Course Requirements to include a mix of courses totalling 60 credits and spanning 4 semesters.

Students will enter the Digital Art & Design Diploma program in the first year instead of their second, but will still be required to have 60 credits of coursework to receive their Diploma.

Chairperson

WALTER PRESCOTT, AScT., Dipl. Building Tech., Building Services Option

Coordinator

DAVID J. DiFRANCESCO, Computer Graphics Diploma (1 yr.), Hons. Graphic Design Diploma (3 yr.), Creative Arts Diploma

Faculty

TROY WELCH, M.Ed., Applied Writing Cert., Electronic Publishing

One Year Diploma Program

Program Objectives

The primary objectives of the Digital Art and Design Program are: preparation for employment in the diverse field of computer graphics and multi-media, while exposing students to a variety of computer graphics software applications and the development of sound visual communications and problem solving skills.

Program Description

The Digital Arts and Design Diploma Program is a two semester career oriented program which uses technology commonly found in industry. Training will be hands-on intensive, covering a variety of computer graphics applications including: multimedia, desktop and Internet publishing, graphic design and digital pre-press technology. Students can expect to produce a presentation level portfolio of work in the form of printed and electronic media.

Entrance to the program is suited to those students wishing to pursue a career in computer graphics, desktop publishing, on-line publishing or multimedia, who demonstrate, via portfolio, sound design and illustration skills. A dedicated work ethic, a commitment to professionalism and the ability to work to tight production deadlines will be required of students taking the program.

Two elective courses (one in each of the Fall and Winter semesters) worth three credits each will be required of students entering the program. (The DAAD program is recommending that students take DAAD 290 and 291 to fulfill the elective requirements.)

Admission Requirements

a) Educational Requirements

1) B.C. Grade 12 or equivalent

A minimum of 30 credits of Fine or Graphic Arts including 3 credits of English at college level, or equivalent experience in the Fine Art or Graphic Design field.

COMP 050 or an operating systems course or equivalent. Note: It is recognized that many students will have developed computing skills outside of the classroom. Students can fulfill this requirement by scoring 80% or better on a practical examination administered at the time of their interview.

b) General Requirements

1) Applicants must be interviewed by the department chair and program faculty.
2) An Art portfolio of 10 previous art and/or design works (may be in slide form.) Applications and portfolios should be submitted early, preferably before April 30, along with a statement of intent.
3) Submit a 'statement of intent' (why do you want to study computer graphics).

Please refer to the General Information section of the calendar for the statement of admission policy at UCC.

Costs

$16.50 lab/studio fee for those courses marked with (L).
$100.00 field trip fee for DAAD 260.

Course Requirements

Fall Semester September – December	
DAAD 210	Communications Graphics 1 (L)
DAAD 230	Typography (L)
DAAD 270	Introduction to Computer Operations (L)
	3 credit required elective*
Elective:	
DAAD 291	Desktop Publishing & Digital Prepress
Winter Semester January – April	
DAAD 220	Communications Graphics 2 (L)
DAAD 240	Graphic Applications (L)
DAAD 260	Production Art (L)
	3 credit required elective*
Elective:	
DAAD 290	Multimedia & Online Publishing

*It is recommended that students complete DAAD 290 & 291 to fulfill the elective requirements.

Course Descriptions

See **Course Description** section at the back of this calendar for detailed course information.

Early Childhood Education Certificate

The Early Childhood Education Program forms part of the School of Education.

Interim Associate Dean – School of Education
PATRICK WALTON, B.A., B.Ed., M.Ed., Ph.D.

Chairperson
HELEN MACDONALD-CARLSON, B.Sc., M.A., Dipl. Sp. Ed.

Faculty
LAURA DOAN**,** B.A.
BILL MARTIN, B.A., M.Ed. (on leave)
MARILYN MARTIN, R.N., Dipl. Psyc. Nurs., I.D.
MARGARET PATTEN, B.A.Sc., M.A.
CINDY PIWOWAR**,** B.Ed.

Program Description
This program prepares students for employment in pre-schools, private kindergartens, nursery schools, family and group day-care centres and other child care facilities. This is a rapidly expanding field as many parents are coming to realize the benefits of an educational experience for their children. Many families today also find they need supplementary childcare services, which are dependable both in continuity and quality.

Innovative Practica Model
In addition to placing students in a variety of community early childhood education centers, the ECE program and the Cariboo Child Care, a non-profit society located on the UCC campus, co-operate to provide a valuable and practical learning opportunity for students. Working together with the same group of children to assume increasing responsibilities for programming allows students and instructors to:

- develop long term relationships with children allowing for individualization of guidance and program strategies;
- connect practice with all course work;
- provide continuous opportunities for feedback regarding student performance;
- engage in applied research in curriculum development and documentation of the learning process.

Licensing
Completion of the certificate satisfies the requirements of the Community Care Facilities Branch (CCFB) of the Ministry of Health in British Columbia for a License to Practice as an Early Childhood Educator. The program does not, by itself, qualify a person to teach in a kindergarten that is part of a public school system. Certified teachers who have completed or are in the process of completing an appropriate degree in Education usually staff public school system kindergartens.

Completion of the diploma satisfies the requirements of the Community Care Facilities Branch (CCFB) of the Ministry of Health in British Columbia for a License to Practice as an Early Childhood Educator, a Special Needs Educator, and an Infant/Toddler Educator.

Please Note: The Ministry of Health requires 500 hours of work experience under the supervision of a licensed Early Childhood Educator in order to qualify for a License to Practice as an Early Childhood Educator. Many of these hours can be completed between the second and third semester as either a volunteer or a paid assistant in an early childhood education setting. For further information about licensing requirements, contact your local health unit.

Admission Requirements
a) Educational Requirements

1) B.C. Grade 12 or mature student status
2) 73% on the combined English 12 and Government Exam (within the last 5 years)

or Level 4 of the Language Proficiency Index (within the last 2 years)

or Completion of English 060 with a B- or better

or Completion of English 110 with a C+ or better

b) General Requirements

1) General medical to ascertain fitness
2) Immunization schedule
3) Volunteer and/or work experience of 50 hours in a licensed group, pre-school or childcare facility and under supervision of a qualified Early Childhood Educator.
4) Two letters of reference
5) Applicant Readiness Group Interview
6) Criminal Record Check
7) Certificates:

- First-Aid – applicants must hold a valid certificate in one of the First Aid Courses required by the Ministry of Education (a list of acceptable courses is available in the admission package)
- Food Safe

Small group admission interviews provide applicants with information about the program. As well, an interview panel will ask questions in order to assess applicant readiness for the training program. All applicants will fill out an interview information form; will be asked the same questions and will have submitted two sealed letters of reference for the interview. Applicants will be contacted by UCC personnel to arrange the date and time of the admission interview. Interviews are granted once applicants have completed all other admission requirements, except medical and criminal record checks. Admission interviews generally take place from April to June of each year. Further details are included in the admissions information package.

Applicants will be required to undergo a Criminal Record Check during the first week of the program. Applicants with a criminal record may be unable to complete the requirements of this program. This complies with Ministry of Health regulations governing childcare facilities.

Special Needs and Infant/Toddler Specialties
Graduates of the Early Childhood Education certificate program may want to continue their studies so they can work with Infants and Toddlers and/or children with Special Needs. Completion of these specialties will satisfy the Ministry of Health licensing requirements. Please contact the Registrar's office for an information/application package outlining these specialties, or phone the program chair for more information.

Program Policies
Part time Students
For students wishing to complete the certificate or diploma program on a part-time basis, a limited number of spaces are available. Please indicate your interest in this option on your application form.

Prior Learning Assessment and Recognition (PLAR)

PLAR is a concept that permits the student to earn credit for post-secondary level knowledge regardless of where or how the learning occurred. A student may be assessed for prior learning for some of the courses in the ECE program. Applicants must meet all program prerequisites, and be admitted to the program prior to applying for PLAR. Please see the program chair for more information about PLAR.

Promotion

In order to progress to the next semester of the Early Childhood Education program and be eligible for a UCC certificate/diploma students must achieve a C grade or higher in every course and a complete in every practica.

Failures and Repeats

Failing or withdrawing students should recognize there is no guarantee they will be allowed to repeat. A student who has failed and who re-applies for admission to ECED will be regarded as a repeating student unless he/she can show cause for being treated as a new student.

When the number of repeating student applicants for a course in the program exceeds the number of available seats, the student(s) admitted would be those who achieved the highest cumulative GPA over courses listed in the program matrix. To assess the currency of practical skills, the department may require potential repeating students to challenge certain portions of courses in which they previously received credit. In order for a student who fails a field work practicum to be eligible for repeating it, the student will need to provide information that confirms his/her readiness to complete the practicum. Students are strongly advised to make their request to repeat a practicum one semester in advance of the beginning of the practicum in order to make the necessary arrangements.

All repeated courses and practica must be successfully completed within one calendar year of the exit from the program for the student to qualify for their certificate and/or diploma.

A student who receives a failing grade in a course for not meeting objectives related to professional responsibility or professional accountability, may be refused re-admission to the program.

Transferability

Students who successfully complete the Early Childhood Education Certificate program will be eligible to ladder into the UCC Child and Youth Care Diploma program. Successful graduates of the Child and Youth Care Diploma may ladder into a Child and Youth Care Degree program offered at several post secondary institutions in British Columbia.

Costs

Tuition: see "Fee" section of calendar.
$16.50 lab/studio fee for courses shown with (L).

Books and Supplies: Approx. $800/semester.

A camera (including film and developing costs) is required for some courses.

Practica: Students must be prepared to bear the costs of travel to and from practica placements. All attempts will be made to accommodate students without vehicles in practica sites that are accessible by local public transportation.

Length of Program – Certificate

12 months

Length of Program – Diploma

16 months

Course Requirements

Year 1

Semester 1: September - December		
ECED	120	Practicum 1 (L)
ECED	132	Child Guidance (L)
ECED	134	Interpersonal Relations – Communications
ENGL	135	Introduction to Program Planning (L)
PSYC	159	Development Psychology 1
Semester 2: January - April		
ECED	130	Practicum 2 (L)
ECED	133	Child Health
ECED	136	Curriculum Development (L)
ECED	144	Interpersonal Relations – Helping Interactions
PSYC	169	Developmental Psychology 2

Year 2

Semester 3: September - December		
ECED	220	Practicum 3 – Demonstration (L)
ECED	235	Advanced Program Development (L)
ECED	244	Interpersonal Relations – Working with Families
ECED	249	Administration with ECE Centres
ENGL	153	Professional Communication
Exit with: ECE Certificate Ministry of Health License: Early Childhood Educator (after 500 hours experience)		
Semester 4: January – April (Alternate Years)		
Special Needs Educator		
ECED	230	Practicum 4 – Individual Children (L)
ECED	231	Child Growth and Development – Individual Differences (L)
ECED	255	Programming for Individual Children (L)
Exit with: ECE Diploma Ministry of Health License: Special Needs Educator		

Infant and Toddler Educator		
ECED	240	Practicum 5 – Infant and Toddler (L)
ECED	241	Development and Care of Infants and Toddlers (L)
ECED	245	Program Development – Infants and Toddlers (L)
Exit with: ECE Diploma Ministry of Health License: Infant Toddler Educator		

Course Descriptions

See **Course Description** section at the back of this calendar for detailed course information.

Engineering Design and Drafting Technology Diploma

Chairperson

WALTER PRESCOTT, AScT, Dipl. Building Tech., Building Services Option (BCIT)

Program Description

Engineering Design and Drafting Technology is a two-year diploma program that provides its graduates with the technical skills required to enter careers as Building Technologists, or Civil and Mechanical Technicians.

The EDDT program emphasizes the design processes in building, civil and mechanical technologies, involving design projects for building structures, subdivisions, municipal services, highways, machinery, and electrical, plumbing, lighting and HVAC (heating, ventilating and air-conditioning) systems.

Courses in building design, statics and strength of materials, structural analysis, fluid mechanics, mechanical design, electrical design, steel design, wood design and reinforced concrete design will round out students' problem solving skills in engineering and building design.

Throughout the program students will use state-of-the-art networked EDDT workstations with the latest release of AutoCAD software to develop their computer-aided design and drafting skills. Students will become proficient at customizing AutoCAD software and configuring the computer system.

In addition to design and drafting instruction, EDDT students will acquire knowledge in construction management, construction contracts, specifications, estimating, building regulations and construction surveying. Additional studies in mathematics, physics, technical writing and a Technical Report will be required for graduation.

This program is accredited with the Applied Science Technologists and Technicians of British Columbia (ASTTBC) at the technologist level in Building, and at the technician level in Civil and Mechanical.

Career Opportunities for EDDT graduates include employment with professional engineers and architects, general contractors, sub-contractors, manufacturers, federal, provincial and municipal governments, as technical/sales representatives for product suppliers, and as self-employed designers. Opportunities may also be realized internationally.

EDDT graduates with additional work experience may progress to positions such as senior designers, job captains, specification writers, estimators, quantity surveyors and project administrators.

Admission Requirements

Educational Requirements:

1) B.C. Grade 12 or equivalent
2) B.C. Math 11, Math 051 or equivalent with C+ grade minimum,
3) B.C. Physics 11, Physics 050 or equivalent,
4) 67% on the combined English 12 and Government Exam (within the last 5 years),

or Level 3 on the composition section of the LANGUAGE PROFICIENCY INDEX (within the last 2 years),

or completion of Communications 12 with B grade minimum,

or completion of English 060 with C+ grade minimum,

or completion of CESL 057 and 058 with C+ (Level 5) or better.

Promotion Policy

Admission to the second year of the program is granted to students who have successfully completed all first year courses and have achieved a GPA of 2.33 minimum.

Graduation from second year of the program is granted to students who have achieved a GPA of 2.33 or better, and have successfully completed the Technical Report.

Application

Since there are a limited number of places available, applications should be submitted early.

Costs

A $16.50 lab/studio fee for each course shown with (L). A Hewlett-Packard 48G calculator is required. Students are advised to budget $1000 for first term textbooks and $500 per semester after.

Course Requirements (2002-2003)

First Year

Fall Semester (2002): September to December

EDDT 110	Graphical Communication (L)
EDDT 111	Computer Aided Design and Drafting (L)
EDDT 162	Materials and Applications 1 – Specifications (L)
EDDT 180	Building Services, Plumbing Design (L)
EDDT 181	Building Services, Electrical Design
or ENGL 110*	Composition
MATH 154	Technical Mathematics 1
(or MATH 114**	Calculus 1)
PHYS 151	Applied Physics 1 (L)

Winter Semester (2003), Term A: January to April

EDDT 140	Civil Technology 1 (L)
EDDT 150	Statics and Strength of Materials
EDDT 160	Building Technology 1 (L)
EDDT 182	Building Services, Lighting Design
ENGL 185	Technical Writing 1
(or ENGL 110*	Composition)
MATH 164	Technical Mathematics 2
(or MATH 124**	Calculus 2)
PHYS 161	Applied Physics 2 (L)

Winter Semester (2003), Term B: April to May

EDDT 140	Civil Technology 1 (L)
EDDT 150	Statics and Strength of Materials
EDDT 160	Building Technology 1 (L)
EDDT 182	Building Services, Lighting Design
ENGL 185	Technical Writing 1
EDDT 199	Construction Surveying (L)

Course Requirements (2002-2003)

Second Year

Fall Semester (2002): September to December

EDDT 211	Computer Aided Design and Drafting 2 (L)
EDDT 225	Building Design
EDDT 240	Civil Technology 2 (L)
EDDT 250	Structural Analysis
EDDT 252	Fluid Mechanics
EDDT 281	Building Services, Engineering Design Theory
ENGL 285	Technical Writing 2
(or ENGL 229*	Oral and Written Communications)

Winter Semester (2003), Term A: January to April

EDDT 260	Building Technology 2 (L)
EDDT 263	Construction Management
EDDT 265	Building Regulations
EDDT 271	AutoLISP Programming
EDDT 280	Building Services, HVAC Design(L)
EDDT 296	Steel Design
EDDT 297	Wood Design
EDDT 298	Reinforced Concrete Design

Winter Semester (2003), Term B: April to May

EDDT 260	Building Technology 2 (L)
EDDT 263	Construction Management
EDDT 265	Building Regulations
EDDT 271	AutoLISP Programming
EDDT 280	Building Services, HVAC Design (L)
EDDT 296	Steel Design
EDDT 297	Wood Design
EDDT 298	Reinforced Concrete Design

*__Note__: Consult COURSE DESCRIPTIONS for ENGL 110 and ENGL 229 prerequisite requirements.

If a passing grade is achieved in ENGL 110 without the C+ minimum required for ENGL 229, the student must complete ENGL 285 to fulfill EDDT graduation requirements.

** **Note**: Consult COURSE DESCRIPTIONS for Math 114 and MATH 124 prerequisite requirements.

MATH 154 and MATH 164 or MATH 114 and MATH 124 must be completed to fulfill EDDT graduation requirements.

Course Descriptions

See **Course Description** section at the back of this calendar for detailed course information.

Fine Arts Diploma

The Fine Arts Program forms part of the Visual and Performing Arts Department.

Chairperson

LLOYD BENNETT, B.A., B.Ed., M.A., M.A.

Visual Arts Gallery

Situated off of Student Street, this gallery is used to present displays of student, faculty and community art works. It is run by the Visual Arts Gallery Committee.

Admission Requirements

1. B.C. Grade 12, or equivalent
2. 73% on combined English 12 and Government Exam (within the last 5 years.)

   or, Level 4 on the composition section of the L.P.I. (within the last 2 years.)

   or, completion of English 060.

   or, completion of CESL 057 and 058 with B- or better.

Advance Admission to the UCC Fine Arts Diploma Program

The Portfolio Review is optional. It is intended to benefit successful applicants by offering them admission to their Fine Arts courses of choice in advance of the normal registration process. At the end of the Portfolio Review the remaining seats will be priorized for those students who apply to register in three or more Fine Arts classes. If any other seats are available they will be open for registration to the general student population.

Acceptance to the Fine Arts Program can be sought through the portfolio review which requires the submission of the following materials:

a) the applicant's transcripts

b) a cover letter outlining the applicant's intended program of study and educational goals

c) a portfolio of 10-15 artworks created by the applicant (good quality slides of the artworks are also appropriate)

d) a short resume (if applicable)

The deadline for the receipt of the portfolio submission is April 1st of each year. Interviews with individual applicants may be requested by the Fine Arts Portfolio Review Committee. Applicants will be advised of the committee's decision prior to the start of the normal registration process.

Application to the Fine Arts Programs are made to:

The Registrar
University College of the Cariboo
Box 3010
Kamloops, BC
V2C 5N3

Program Description and Credit Requirements

Students of Fine Arts at UCC can have the best of two worlds: courses can be counted toward a Diploma and toward a Bachelor of Fine Arts (BFA) or other university degrees at the same time.

The Diploma program consists of two years of core and elective courses, all of which may be taken singly if desired. The holder of a UCC Fine Arts Diploma can enter second or third year of a university or other Bachelor of Fine Arts program. It is recommended that those students wishing to pursue a degree in Fine Arts at UCC or another university enrol for the core curriculum courses of Design, Drawing, and History of Art and also register for an English course.

Students can qualify for the UCC Fine Arts Diploma on completion of 60 credits, 48 of which would be in Fine Art and at least 18 of these credits should be achieved at second or third year level. An overall grade point average of 2.33 is also required for Diploma status. It is required that Diploma students complete all courses in first year Design, first year Drawing, second year Drawing or FINA 387. FINA 111, 121 and ENGL 110 are also required for the Fine Arts Diploma, along with one of ENGL 111, 121 or FINA 150. Electives to complete the required credits may be selected from the other subject areas.

If you are planning towards a BFA or other Arts degree, please consult the Department Chair of the Visual and Performing Arts Department or a UCC Academic Advisor.

Costs

$16.50 lab/studio fee for courses shown with (L).

Program Requirements

First Year		
Fall Semester September - December		
ENGL	110	Composition
FINA	111	History of Art 1
FINA	112	Fundamentals of Design 1 (L)
FINA	113	Drawing 1 (L)
Any 1 or 2 of the following:		
FINA	172	Introductory Ceramics 1 (L)
FINA	174	Printmaking 1 (L)
FINA	175	Painting 1 (L)
FINA	176	Photography 1 (L)
FINA	227	Etching and Relief 1 (L)
FINA	271	Sculpture 1 (L)
FINA	274	Printmaking 3 (L)
Winter Semester January - April		
One of:		
ENGL	111	Introduction to Prose Fiction
or ENGL	121	An Introduction to Drama and Poetry
or FINA	150	Introduction to Visual Culture
FINA	121	History of Art 2
FINA	122	Fundamentals of Design 2 (L)
FINA	123	Drawing 2 (L)
Any one of the following (continued from the 1st semester)		
FINA	182	Introductory Ceramics 2 (L)
FINA	184	Printmaking 2 (L)
FINA	185	Painting 2 (L)
FINA	186	Photography 2 (L)
FINA	228	Etching and Relief 2 (L)
FINA	281	Sculpture 2 (L)
FINA	284	Printmaking 4 (L)

Second Year		
Fall Semester September - December		
FINA	213	Drawing 3 (L)
or FINA	387*	Studio Media: Painting and Drawing (L)
Minimum 2 of the following courses:		
FINA	211	History of Art 3
or FINA	202	A Survey of Modern Art 1
FINA	212	Painting 3 (L)
FINA	215	A Survey of the History of Canadian Painting
FINA	227	Etching and Relief 1 (L)
FINA	271	Sculpture (L)
FINA	272	Ceramics 3 (L)
FINA	274	Printmaking 3 (L)
FINA	276	Photography (L)
*A maximum of 2 courses can be taken at the third year level from the following. Total number of third year level credits not to exceed twelve.		
FINA	321	Gallery Studies: Exhibition Installation
FINA	387	Studio Media: Painting and Drawing (L)
FINA	388	Studio Media: Printmaking (L)
FINA	389	Studio Media: Sculpture (L)
FINA	390	Studio Media: Photography and Literature - A Canadian Perspective

Winter Semester January - April		
FINA	223	Drawing 4 (L)
or FINA	387*	Studio Media: Painting and Drawing (L)
Minimum 2 of the following courses:		
FINA	215	History of Canadian Painting
FINA	221	History of Art 4
or FINA	204	A Survey of Modern Art 2
FINA	222	Painting 4 (L)
FINA	228	Etching and Relief 2 (L)
FINA	281	Sculpture 2 (L)
FINA	284	Printmaking 4 (L)
FINA	286	Photography 4 (L)

* Note: Third year courses begin in the fall semester and continue through the winter. Students are advised to complete the related introductory classes before enrolling in the third year classes.

Course Descriptions

See **Course Description** section at the back of this calendar for detailed course information.

Home Support/Resident Care Attendant Certificate

Associate Dean, Nursing

CHINNAMA BAINES, R.N., B.Sc.N., M.Sc.N.

Coordinator

DONNA DAINES, R.N., B.Sc.N., M.Ed.

Basic HS/RCA Program

This 24 week program is designed to prepare the graduate to function under supervision as a Home Support/Resident Care Attendant. Learned skills will be applied in the community utilizing local personal care settings, intermediate and extended care facilities and in private homes. The focus will be on training the health care worker to assist the client in meeting his/her basic physical, emotional, environmental and social needs. Students learn to provide practical assistance to help maintain the client's maximum independence within the limits of his/her ability.

Commencement and Completion Dates

The program is offered two times each calendar year.

1) September 3, 2002 – February 28, 2003
2) TBA

Admission Requirements for Basic Program

a) Educational Requirements

*1) Grade 11 minimum. Students must also successfully complete the CAT 18 before proceeding to the general requirements.

* Prospective students should be aware that educational background beyond that listed will help to ensure greater success in the program. Students must have working knowledge and skills in oral and written English.

2) Red Cross Emergency First Aid
3) Food Safe

b) General Requirements

1) Interview with Program Coordinator
2) Attend a tour of a Continuing Care facility. The tour is organized by UCC. To register for the tour, contact the Nursing Secretary at (250) 828-5401.
3) Successful medical
4) Complete Immunization schedule
5) Successful Criminal Record Check

It is suggested that the student should be in good physical health with NO back problems. It is important that the prospective HS/RCA demonstrate a caring and interested attitude toward the elderly and physically challenged and be willing to work with them and their families to encourage their independence.

Flexibility, maturity and a sense of humour are very desirable. The prospective student is strongly advised to volunteer in a long term care or extended care facility and talk to a home support worker before registering for the program.

Admission Policy

A student, who has withdrawn or failed to successfully complete a health or human services program at UCC or another post secondary institution, may be required to give permission for the program coordinator to contact the coordinator or chairperson of the previous program to confirm reasons for withdrawal or failure.

Fees

See General Information section of the Calendar for information on tuition fees.

- Books and supplies $250. These prices can vary.
- Manuals: approx. $130
- Medical Dictionary (optional): $12-$15.
- Name-tag: $15
- Comfortable close-toed walking shoes: $60-$75
- HS/RCA Jacket: $35 purchased from UCC Bookstore.
- Transportation: students are responsible for their own transportation, both to and from UCC facilities and home support settings.
- Transfer Belt: $25

Course Requirements (Basic and Upgrading Programs)		
HSRC	100	Health: Lifestyle & Choices
HSRC	105	Human Relations: Interpersonal Communications
HSRC	110	Work Role: Introduction to HS/RCA Practice
HSRC	115	Healing: Personal Care Skills for HS/RCA
HSRC	120	Health and Healing: Concepts for Practice
HSRC	125	Home Support Attendant: Practical Experience
HSRC	130	Resident Care Attendant: Clinical Practice
HSRC	135	Healing: Special Needs in Client/Resident Care

Upgrading (Part-Time) HS/RCA Program

This program has a shorter practicum than the basic program, but the theory portion is identical to the basic program. It is designed to meet the needs of the HSRCA presently employed and requiring certification. The course may be taken on a part-time basis. It is only offered on a periodic basis. Check with program coordinator for availability.

Admission Requirements for Upgrade Program

In addition to the requirements for the Basic program, applicants must provide proof of 500 hours of current employment.

Promotion Policy: The passing grade for each course in the program is 70%. Students must pass each course in order to continue in the program.

Criminal Record Check Information to students in HS/RCA program: Please note that you will be requested by the practice agencies to have a criminal record check completed as a requirement for your practice experience in Home Support Agencies. Also note that Home Support Agencies require criminal record checks as a requirement for employment when hiring graduates of the HS/RCA program. Students applying for admission to the program should therefore be aware that if they have a criminal record they may not be eligible for practice in Home Support Agencies and may not be employable in Home Support. Experience in Home Support Agencies is required for graduation from the HS/RCA program. You are advised to complete a criminal record check (CRC) and submit your CRC report to the Associate Dean, School of Nursing.

Course Descriptions

See **Course Description** section at the back of this calendar for detailed course information.

Horticulture Certificate

Chairperson

DAVID SEDGMAN, D.V.M.

Program Coordinator

KEVIN SCOLLON, Dip. Hort., I.D., B.A.H.T.

Program Description

The program provides students with a basic training for employment in a variety of areas within the horticulture field, such as landscaping, ground maintenance, municipal parks, garden centres, greenhouses, nurseries and as technicians. Successful completion of the program leads to a Certificate. Graduates may also undertake further study to obtain a UCC Diploma in Horticulture/Business (see following).

Graduates of the UCC program are eligible to enter the two-year Horticulture Diploma program at Olds College, Olds, Alberta, with advance credit. Transferability into the two year programs at Fraser Valley College, Chilliwack and Kwantlen College, Langley is also possible. Graduates may also obtain 15 units of advance credit toward the Ontario Diploma in Horticulture, a correspondence course offered by the University of Guelph. Further information on these transfer arrangements can be obtained from the Coordinator.

The certificate program is highly practical, about 70% of the time being spent in hands-on skill development which includes a roster period for maintenance of plant material. Practical facilities include two greenhouses, coldframes, a nursery, the science laboratory, and the entire UCC landscape.

An important aspect of the program is that the horticulture department and its students work in conjunction with the UCC Maintenance Department on ground maintenance and ongoing landscape development at UCC. This is an integral part of the program and has resulted in a beautiful campus and the winning of landscaping awards.

The program includes field trips, guest speakers and a practicum.

Commencement and Completion Dates

August 6, 2002 - April 25, 2003

Admission Requirements

a) Educational Requirements

B.C. Grade12 (non-adjusted courses)

b) Recommendations

1) Applicants should be in good physical condition
2) Applicants should have a strong desire for hands-on work with plant materials
3) Persons with allergies to dust or pollen should be wary of entering the program
4) Applicants must attend an orientation session
5) Applicants should apply early in the year, as space in the program is limited to 20 seats.

Orientation Sessions

Attendance at an orientation session is a prerequisite for entry into the Horticulture program. For details see the information sheet in the application package or call (250) 828-5403. Orientations will take place as follows:

- Thursday, March 7, 2002
- Thursday, March 21, 2002

Students who are unable to attend an orientation must contact the coordinator for telephone counselling at (250) 828-5180.

Promotion Policy

To enter the winter semester, students must achieve at least 70% in all courses in the fall semester. In order to graduate

from the program, students must achieve at least 70% in all courses.

Costs

Tuition: see Fees section of Calendar.
Books and Materials: approximately $500.
Pesticide Course and Exam: $100 approx.
Field Trip Fee: $200 approx.
Students are responsible for providing their own work boots and outdoor wear.

Course Requirements

Fall Semester: August - December		
ENGL	130	Horticulture Communications English I
HORT	150	Basic Horticulture
HORT	151	Greenhouse Production
HORT	152	Diseases and Insect Pests
HORT	154	Soil Science
HORT	170	Horticulture Practical 1

Winter Semester: January - May		
ENGL	131	Horticulture Communications English II
HORT	160	Weeds
HORT	161	Nursery Production and Retailing
HORT	162	Fruit and Vegetable Production
HORT	163	Landscape Design
HORT	164	Turfgrass Management
HORT	180	Horticulture Practical 2
HORT	190	Horticulture Practicum

Course Descriptions

See **Course Description** section at the back of this calendar for detailed course information.

Horticulture/Business Diploma

Chairperson

DAVID SEDGMAN, D.V.M., Agriculture Related Programs

Program Coordinator

DEBORAH LAWTON, B.A., M.B.A., C.S.P., Management and Marketing
KEVIN SCOLLON, Dipl. Hort., I.D., B.A.H.T.

Program Description

This diploma is designed for graduates of a 1 year accredited Certificate Horticulture Program. Completion of this Diploma Program will increase business knowledge and skills, and enhance employability and/or performance in the horticulture industry at a supervisory or management level. The diploma courses will also provide valuable training for persons who operate, or plan to operate their own horticultural business. The courses required are available as part of either a full-time or part-time program. Many courses are available in the evening. Potential students should note that they may be required to meet specific prerequisites for certain courses. Students will be assessed on an individual basis and consideration will be given to all prior learning experience. All students should have completed Communication English courses equivalent to UCC English 130/131 or 151/161 as a component of their 1 year Horticulture Certificate. Graduates of this program are eligible to enter the Applied Degree in Horticulture program at Olds College at the 3rd year level.

Sponsorship

The Canada Employment Centre may be able to offer assistance to some students meeting specific criteria. BC and Canada students loans may be available to students who meet the requirements of those programs.

Course Requirements

UCC Certificate in Horticulture or equivalent approved by the Chairperson, Agriculture Related Programs.

ACCT	100	Financial Accouting
BUAD	115	Principles of Organizational Behaviour
BUAD	120	Introduction to Business and Management
COMP	191	Introduction to Computers and Business Information Systems
ENGL	151 [1]	Business Composition
ENGL	161 [1]	Report Writing and Business Presentations

[1]Only required if similar courses have not been completed as a component of a 1 year Horticulture Certificate.

Electives- A minimum of 4 of the following:

ACCT	122	Accounting 2
BUAD	193	Business Software Applications
BUAD	255	Business Law
BUAD	262	Supervision
MKTG	150	Marketing
MKTG	240	Retail Management
MKTG	251	Personal Selling

Students may take the following electives, providing they obtain the instructor's permission:

FRST	112	Dendrology 1
FRST	122	Dendrology 2
HORT	200	Greenhouse Production
BUAD	259	Entrepreneurship
MKTG	252	Advertising
MKTG	265	Retail Merchandising
MNGT	252	Small Business Management
BIOL	324	The Systematics of Flowering Plants

Course Descriptions and Course Prerequisites

Please see the **Course Description** section of the calendar.

Human Service Programs

The Human Service Programs are offered in the School of Social Work and Human Service.

Associate Dean
HELEN SZEWELLO ALLEN, H.B.S.W., M.S.W., Ph.D., A.B.D.

Chairperson
RORY MAHOOD, B.Sc.

Faculty
RORY MAHOOD, B.Sc.
SUSAN McKAY, B.S.W., M.P.A.
ENA FRASER, Cert. Social Admin., Dip. Applied Social Studies, Dipl. Ed.
JOAN McNAMEE, Dipl. Nursing, B.A.

Human Service Programs
The Human Service Programs consist of three (3) specialty areas.

Social Services Certificate	Community and School Support Certificate	Child and Youth Care Diploma
26 seats	24 seats	24 seats (full-time) 6 seats (part-time)

These 'employment ready' programs are designed to prepare men and women for job entry in a variety of human service positions. As there are continuing employment opportunities for persons in human services, training at these levels prepares individuals to perform various helping services in a broad range of agencies and facilities.

The certificate programs require full-time attendance. Part-time attendance is available in exceptional circumstances only and must be discussed with the Chairperson prior to applying.

The Child and Youth Care diploma is available on both a full-time and limited part-time basis (see CYC faculty advisor).

Transferability and Laddering
Certificate graduates from each of the Human Service Programs (HSP) specialty areas may receive discretionary credits when laddering to diploma or specific degree programs at UCC and other colleges or universities.

Bachelor of Social Work
Discretionary transfer credit may be granted for HSP certificate graduates entering the Bachelor of Social Work program at both UCC and the University of Victoria. A minimum GPA of 2.67 in HSP is required for HSP graduates seeking admission to the BSW program.

HSP Certificate	=	12 Discretionary Credits
HUMS 174	=	SOCW 200A (3 cr)
HUMS 162	=	SOCW 200B (3 cr)
PSYC 159	=	(3 cr)
PSYC 169	=	(3 cr)
SPEE 150	=	(3 cr)

Prospective applicants should discuss discretionary transfer credit with the Chair of the BSW Program.

Certificates

Social Service Workers
Social service workers administer and implement a variety of social assistance programs and community services. They assist clients to deal with personal and social problems. They are employed by social service and government agencies, group homes, correctional facilities and other establishments.

Social service workers interview clients to obtain their case histories and other background information. They counsel and provide assistance to clients living in group homes and half-way houses and supervise their activities. They also provide crisis intervention and emergency shelter services.

These workers also implement life skills workshops, substance abuse treatment programs, youth services programs, and other community and social service programs. Social service workers maintain contact with other social service agencies involved with their clients to provide information and to obtain feedback on clients' overall progress.

Example Job Titles

women's centre coordinator	addictions worker
community service worker	crisis intervention worker
group home worker	income maintenance officer
mental health worker	native outreach worker
financial assistance worker	drop-in centre worker
welfare and compensation officer	community development worker
life skills instructor	family service worker
developmental service worker	rehabilitation worker
veterans service officer	youth worker

Employment Prospects
This is a large occupational group which has grown rapidly in recent years. It has increased since 1990 by nearly 30%, while total employment in all occupations grew by only 13%. However, the forecast for future growth is much more modest.

However, given its large present base of nearly 12,000 jobs and an expectation of nearly 1,700 departures from the occupation due to attrition, total openings could amount to nearly 3,000 positions by the year 2005.

In the longer run, an aging population is expected to increase demand for the services of these workers. Other areas where growth is expected are in native outreach and community development, especially for youth, as well as in addiction services and rehabilitation.

Community and School Support

The Community and School Support graduate will find employment with agencies that provide support/service to children and/or adults who are mentally/physically challenged or developmentally delayed. The Community and School Support graduate will assist these individuals to learn educational, social, vocational, recreational and personal life skills. Opportunities exist for jobs in supported work programs, in schools, educational/vocational day programs, infant or childhood development programs, respite care and residential support facilities for people who are mentally challenged, mentally ill or brain injured.

Admission Requirements

Applicants should demonstrate academic skill and be in good physical and mental health before applying for admission to these programs.

A. General Requirements

1. Citizenship. Applicants must be Canadian citizens or have Landed Immigrant status.
2. Age. Applicants to Community and School Support and Social Services Specialities must be 18 years of age as of October 1, 2002 in order to meet the expectations of a criminal record check for practicum placement.
3. Certificate: Applicants to the Community and School Support Program must hold a valid First Aid Certificate, e.g., Standard or Emergency First Aid Certificate; S.O.F.A. Certificate; Emergency First Aid for the Home; and CPR Certificate.

B. Educational Requirements

1. B.C. Grade 12 or mature student status
2. 73% on combined English 12 and Government Exam (within the last 5 years)

   or, Level 4 on the composition section of the Language Proficiency Index (within the last 2 years)

   or, Completion of English 060

C. Personal Readiness Requirements

1. Health Requirements
   a. Applicants are required to be in good physical as well as mental health for admittance to the program. Applicants must complete a general medical examination to ascertain fitness and well being. As this program requires some students to complete practica that involve lifting and transferring, participation in leisure activities and/or emergency response, applicants may be denied admission to this program if the medical report reveals health related problems.
   b. Applicants, once admitted, must have up-to-date immunization for diphtheria, tetanus, measles and rubella as well as a negative tuberculin screening test.
2. References

   Applicants must submit two letters of reference (forms are included in the admission packages). At least one letter of reference must be from employers, volunteer supervisors or community professionals that comment on the applicant's suitability for, or performance in human service work. Reference letters must be less than two (2) years old on the date of application to the program. Letters must include the referee's telephone number.
3. Agency visits

   Individuals applying to the Community and School Support speciality must also visit one facility/home/ agency/school providing support to people with disabilities and submit a form verifying this visit. Individuals applying to the Social Services speciality must visit a social service agency and submit a form verifying this visit. This visit must occur within six (6) months of the date of application to each program.
4. Criminal Record Check

   Applicants will be required to undergo a criminal record check for fieldwork purposes. Practicum agencies reserve the right to refuse acceptance of practicum students with a criminal record. This may impair a student's ability to successfully complete the Human Service Programs.
5. Applicant Readiness Interview

   All applicants are asked the same questions and ranked according to their responses in a number of categories designed to determine, for example, their knowledge of human service work, ability to work with people, problem solving skills, interpersonal communications skills and motivation. Applicants will be contacted to arrange the time of the admission interview. Interviews are only granted once applicants have completed all other admission requirements and have submitted the required documentation. Admission interviews generally take place from March to June of each year.

   This is a small group interview that provides information about the Human Service Programs to prospective students. In addition, applicants participate in discussion while answering questions asked by the interview panel to ascertain applicants' readiness for admission.

   Applicants to the Community and School Support (CSSP) Program will be interviewed on an earliest completed application basis until the programs are filled. Applicants to the CSSP Program will be notified of their status in writing, approximately 2 weeks following the interview.

   Applicants to the Social Services program (SSP) will be interviewed on an earliest completed application basis. Social Services applicants will be notified in writing of their status following completion of each interview. After each interview, applications will be classified as: (1) accepted into program (26 seats available); (2) alternate for acceptance (waitlisted); (3) not accepted into program. Admissions will notify applicants in writing as soon as their status has been established. If empty seats remain after the interviews have been completed then applicants from the waitlists will be assigned according to the interview ranking.

   Applicants are asked to refer to the admissions information package for further details regarding applicant readiness interviews.

Graduation Requirement

Students successfully completing all course requirements will be awarded a UCC Human Service Certificate in Social Services or Community and School Support.

Promotion Policy

The Human Service Programs certificate will be granted upon successful completion of all program courses. Courses in the Fall semester are prerequisites for courses in the Winter semester. In the event that a student receives a failing grade in a Fall program course(s), the students overall grade point average (GPA) will be the deciding factor in determining if the student proceeds to the Winter semester. Specifically:

- if GPA equals 3.00 (B average) or better the student will carry on to the winter semester full time but will not get certificate until the failed course(s) is completed the following year
- if GPA is greater than or equal to 2.00 (C average) and less than 3.00 (B average) the student will carry on to the Winter semester part time. The student's part time course load will be determined by the appropriate Faculty Advisor. Students do not get a certificate until the failed course(s) and missed course(s) are completed the following year.
- if GPA is less than 2.00 (C average) the student will not be allowed to continue and is required to withdraw from the program.

Winter - In the event that a student receives a failing grade in a Winter semester course(s), the student's promotion to the Spring semester will be deferred (space permitting) until the failed Winter course is repeated and passed the following year.

Spring - In order to proceed to the Spring semester (final six week practicum) a student must achieve a minimum G.P.A. of 2.33.

Promotion Policy - Field Work Courses

Fall - Students must receive a mark of `complete' to proceed to Winter practicum.

Winter - Students must receive a mark of `C' to proceed to Spring practicum.

Spring - Students must receive a mark of `C' in order to graduate.

Failure in any practicum precludes a student from continuing in the HS program.

Failures and Withdrawals

Students who fail or withdraw should know that there is no guarantee for an opportunity to repeat the courses. The HS Program's ability to respond to requests to repeat courses will depend upon the number of spaces available after the current full time students have been accommodated.

A student who fails a course(s) will be required to repeat the course(s) within one calendar year. A failed HUMS course can only be repeated in the semester in which it is offered in this program the following year. The HS program must be completed in two calendar years of start date.

Students must re-register for the course and pay the appropriate fees for any repeated courses.

A student who fails a **field work course** will be allowed to repeat this course if:

A) When the student provides information that confirms his/her readiness to successfully complete the course. The request to repeat a fieldwork course must be made in writing to the program coordinator three months prior to the beginning of the course.

HUMS 155 - "Field Work 1" by June 01
SOCS 165, CSSW 165, - "Field Work 2", by September 01
SOCS 166, CSSW 166 - "Field Work 3", by January 01

B) If there is an available practicum placement after the current, full time student's practicum placements have been accommodated.

All program requirements must be completed within two (2) years of the student's starting the HS program.

Advance Standing

The student may granted credit for equivalent courses completed at other post-secondary institutions or at UCC. The student is required to discuss the possibility of transfer credit with the appropriate Chairperson as soon as possible after being accepted into the program.

Prerequisites

See specific course descriptions.

Course Listings

Fall Semester/September - December (both specialties coursework)

ENGL 150	Communication and Business Composition I
HUMS 151	Interpersonal Communications and Relationships
HUMS 152	Foundations of Human Service Practice
HUMS 155	Field Work 1
HUMS 156	Introduction to Marriage and Families
HUMS 178	Observation and Recording Skills
PSYC 159	Developmental Psychology I

Winter Semester/January - April

Community and School Support

HUMS 163	Helping Relationships
HUMS 164	Foundations of Community and School Support Work
HUMS 165	Understanding Behaviour: Learning for Independence
HUMS 166	Health Care Principles
HUMS 175	Alternate Augmentative Communication
PSYC 169	Developmental Psychology II
CSSW 165	Field Work 2

Winter Semester/January - April

Social Services

HUMS 161	Interviewing Skills for Social Service
HUMS 162	Introduction to Social Welfare in Canada
HUMS 163	Helping Relationships
HUMS 174	Foundations of Social Service Work
PSYC 169	Developmental Psychology II
SOCS 165	Field Work 2
SPEE 150	Speech Communication

Spring Semester/April - May

SOCS 166	Field Work 3
CSSW 166	Field Work 3

Course Descriptions

See **Course Description** section at the back of this calendar for detailed course information.

Child and Youth Care Diploma

Over the past two decades Child and Youth Care has become an expanding field in Canada that crosses a range of academic disciplines such as:

- Developmental Psychology
- Sociology
- Social Work
- Education
- Health
- Criminology and Law

This new emerging field of study attempts to prepare people for jobs that focus on both Community and Residentially based care practices in diverse multi disciplinary programs.

The diverse nature of Child and Youth Care can include work with:

- Residential and Group Homes
- Mental Health Centres
- Treatment/Foster Care Services
- School based/Alternative Education Programs for Exceptional Needs students
- Day Care and Early Childhood Programs
- Youth Justice and Probation Programs

Work within these programs requires trained personnel with the knowledge and skills necessary to actively participate as Members of Multi disciplinary Teams for the care, guidance and treatment of troubled and/or special needs children, youth and their families.

To this end, this diploma reinforces the notion that UCC students should be provided with equitable access to Multi disciplinary Education and Training that can prepare them for employment within the Diverse Community and Residential Human Service Program settings both locally and provincially.

Admission Requirements

Students may complete the program on a full or part-time basis. All qualified applicants are required to have their planned program reviewed by a faculty advisor who will provide advice regarding the selection of appropriate full and part-time options.

A. Educational Requirements

1. Successful completion of:

Early Childhood Education certificate
Teacher Assistant certificate
Community and School Support certificate
Social Service Worker certificate
Corrections certificate
or other related certificate considered on an individual basis

2. Minimum UCC GPA of 2.67 (B-) or equivalent from another college or university.
3. If an equivalent program of study was taken at a university or college other than UCC, an official transcript and a copy of certificate issued must be submitted.

B. Personal Readiness Requirements

1. Health Requirements
   a. Applicants are required to be in good physical as well as mental health for admittance to the program. Applicants must complete a general medical examination to ascertain fitness and well being for fieldwork purposes.
   b. Applicants, once admitted, must have up-to-date immunization for diphtheria, tetanus, measles and rubella as well as a negative tuberculin screening test.
2. References

   Applicants must submit two letters of reference (forms are included in the admission packages). At least one letter of reference must be from employers, volunteer supervisors or community professionals that comment on the applicant's suitability for, or performance in human service work. Reference letters must be less than two (2) years old on the date of application to the program. Letters must include the referee's telephone number.
3. Resume
4. Criminal Record Check

   Applicants will be required to undergo a criminal record check for fieldwork purposes. Practicum agencies reserve the right to refuse acceptance of practicum students with a criminal record. This may impair a student's ability to successfully complete the Child and Youth Care diploma.
5. Experience

   Minimum 150 hours experience with children/youth in a child/youth oriented setting preferred.
6. Admission Interview

   An admission interview may be required for those applicants who do not have all of the above requirements.

Graduation Requirements

1. Students must successfully complete all course requirements before being awarded a UCC Child and Youth Care Diploma (see diploma course listings).
2. PSYC 159 and PSYC 169 or equivalent

Promotion Policy

The Child and Youth Care Diploma will follow the Human Service Programs promotional policy.

Failures and Withdrawals

Students who fail or withdraw should know that there is no guarantee for an opportunity to repeat the courses. The HS Program's ability to respond to requests to repeat courses will depend upon the number of spaces available after the current full time students have been accommodated.

Students must re-register for the course and pay the appropriate fees for any repeated courses.

A student who fails a **field work course** will be allowed to repeat this course if:

A) When the student provides information that confirms his/her readiness to successfully complete the course. The request to repeat a fieldwork course must be made in writing to the faculty advisor three months prior to the beginning of the course.

B) If there is an available practicum placement after the current, full time student's practicum placements have been accommodated.

Advance Standing

The student may be granted credit for equivalent courses completed at other post-secondary institutions or at UCC. The student is required to discuss the possibility of transfer credit with the appropriate Chairperson as soon as possible after being accepted into the program.

Prerequisites

See specific course descriptions.

Course Listings

Fall Semester/September - December

CYCA 200	Professional Foundations for Child and Youth Care
CYCA 201	Introduction to Professional Child and Youth Care
CYCA 202	Theoretical Foundations in Child and Youth Care
CYCA 250	Special Topics
CYCA 253	Self and the Helping Relationship as a Context for Change

Winter Semester/January - April

CYCA 182	Practicum 1
CYCA 254	Advanced Interpersonal Skills/Guided Communication
CYCA 261	Introduction to Therapeutic Interventions
CYCA 262	Introduction to Self in Groups
CYCA 357	Law and Social Services

Spring Semester/April - May

CYCA 183	Practicum 2

Course Descriptions

See **Course Description** section at the back of this calendar for detailed course information.

Medical Laboratory Assistant Program

Chairperson

BRYAN DALY, R.R.T., M.A.

Program Coordinator

JOANNE FENNELL, A.R.T.

Program Description

MLAP is a correspondence program for individuals wishing to become certified as a Medical Laboratory Assistant (MLA). Typically, an MLA is employed in a hospital or private laboratory setting and performs tasks related to the processes leading up to, but not including, analysis of clinical specimens. A certified MLA is competent in the following general areas: handling, processing and disposing of clinical specimens, medical billing and other office procedures, collecting blood specimens, producing electrocardiograms, performing special collection procedures and demonstrating professionalism.

The program also provides an opportunity for health care workers in other health-related professions to enhance their training (by becoming ‘cross-trained’ or ‘multi-skilled’) and benefit their employers.

The program consists of four courses:

MLAP 111	Anatomy, Physiology and Medical Terminology
MLAP 121	Professional and Safety Issues
MLAP 131	Laboratory Procedures and Protocol
MLAP 141	Evaluation of Competencies

The first three courses (MLA 111, 121, 131) represent the theoretical knowledge included in the provincial curriculum developed and endorsed by the British Columbia Society of Medical Technologists (BCSMT). These three courses are offered in tutor-supported, distance delivered and independent study format. The fourth course, MLAP 141, is an evaluation of the student’s competencies, documented and forwarded to UCC by the student’s supervisor. All four courses must be successfully completed in order to receive certification as a MLA.

Admission Requirements

Students are responsible for securing their own clinical placement.

Prerequisites are currently being put in place to require graduation from grade 12 or equivalent, criminal record checks and Hepatitis B vaccine.

Registration to the courses is ongoing; students have up to 8 months to complete each course or 24 months to complete the entire program.

This entire program is equivalent to 16 weeks of full time study.

Interested applicants should contact the Program Coordinator at (250) 371-5667 for further information.

Mental Health Specialty Program

Associate Dean, School of Nursing
CHINNAMA BAINES, R.N., B.Sc.N., M.Sc.N.

Program Description
The University College of the Cariboo's new Mental Health Specialty Program for Health Professionals is designed to prepare nurses, social workers, and other health care professionals for work in the new tertiary care psychiatric facility in Kamloops as well as related community mental health settings.

Those who complete this post-basic specialty program will earn a Mental Health Specialty Program Certificate and may earn up to 15 credits toward a baccalaureate degree in nursing.

Admission
Courses are open to registered nurses, social workers and other health professionals. Selected students who are enrolled in third and fourth year of BSN program may also be admitted.

You will be required to submit the following to the Registrar's Office, The University College of the Cariboo, Box 3010, Kamloops, V2C 5N3, fax (250) 371-5960:

1.) Completed application with $15.00 application fee if new admission to UCC.

2.) Proof of credential and/or membership in a health profession. (Registered Nurses must provide proof of current membership in RNABC or equivalent provincial organization. Bachelor of Social Work graduates must provide photocopy of degree. All others must provide copy of transcript(s) and/or photocopy of degree.)

Course delivery is subject to sufficient enrolment.

Course Descriptions
See **Course Description** section at the back of this calendar for detailed course information.

Pre-Health Program

Program Description
Offered through the Secwepemc Cultural and Education Society, this 11 month program is designed to provide students with skills and knowledge that will ease the transition into a health related University degree program and encourage successful completion of the degree. Over three terms, students take courses that include content in First Nations' culture, professional relationships and communications, the use of computers and academic libraries, and writing and math skills. This program is currently under development and will be ready to accept students for September 2001. For more information please call the Secwepemc Cultural and Education Society at: 1-250-828-9799 (Kamloops area) or 1-800-399-5565.

Rural Pre-Health Professional Program

ANDREW MCKAY, B.A. (Hons), M.P.A.
TANYA TARLIT, B.T.M.

Program Description
The Program has two components, a Summer Program and a Regular Session Program. The Summer Program includes 5 weeks of full time summer preparation for Grade 12 graduates prior to starting first year university. This session focuses on improving students' likelihood of successfully completing the academic requirements needed to enter and graduate from a health professional school. The Summer Program recruits rural and First Nations applicants who demonstrate strength in their academic, social, recreational, vocational and cultural activities to be potential health care professionals but who, due to isolation or economic circumstances, might otherwise not have had the opportunity.

Enrichment and reinforcement courses in English, math, biology and chemistry are offered along with learning and study skill strategies. The Summer Program includes a field trip to UBC and to BCIT health programs. Students also have the opportunity to participate in job shadowing, attend health career orientations to programs at UCC and elsewhere in the country, take a workshop on how to build a successful application to a health professional school, and learn about options for financial aid. The program also includes recreational, leisure and cultural activities. To encourage participation from students who come from economically disadvantaged backgrounds, tuition, books, accommodations and meals are provided free of charge, and students receive a stipend for completing the program.

The Regular Session Program is an outreach program and runs continuously. While the focus is on people with a First Nations or rural background, the services offered by this program are open to anyone interested in a health care career. This program: a) encourages students in high school and at UCC to consider a career in health care, and b) builds support systems for rural background students considering health careers.

This encompasses a broad range of related activities, including:

a) Talks with rural high school students about opportunities in the health professions,

b) Provide recruiting and information materials, as well as training in health career advising to First Nations Bands, high school counselors, etc.
c) Work with academic departments to ensure that pre-health students learn requisite skills in the context of a broad-based curriculum
d) Provide detailed and complete pre-health academic advising and assistance in building an application to a health professional school,
e) Arrange for remedial/tutorial support in areas of students' academic weakness,
f) Foster a network of pre-professional peers, via pre-professional clubs and peer-directed activities, and give students opportunities to visit professional schools and opportunities to meet the faculty and students
g) Liaise and coordinate activities with complementary programs and activities at other institutions

Objectives

The immediate goal of the Rural Pre-Health Professional Program is to increase the size and quality of the rural applicant pool from the Thompson Health Region for health professional schools. The longer range goals are a) to improve the number of health care professionals with rural backgrounds, as they are significantly more likely to choose to practice in a rural setting, and b) to build expertise as well as provide coordination and a locus for pre-health career efforts province-wide.

Primary Care Clinical Nursing Program

Associate Dean, School of Nursing

CHINNAMA BAINES, R.N., B.Sc.N., M.Sc.N.

Co-ordinator

TBA

Program Description

Rural hospitals, emergency settings, and nursing stations are looking for Registered Nurses who are prepared for the new demands emerging from Canada's changing health care system. The Primary Care Clinical Nursing Program addresses both the scope of nursing practice currently required by Health Canada's Medical Services Branch and the changing roles and responsibilities of nurses practicing in rural settings.

Through this 16-week full-time program or one year distance based program, students will have opportunity to acquire increased competencies, enhance their career options, and move in to an area of high employment demand.

In addition, the program's 15 credits are transferable to BSN degree granted by UCC. The University of Victoria also gives a certain number of credits towards BSN degree.

Admission Requirements

The program is open to RNs from anywhere in Canada who have at least two years of experience and a current CPR Level C Certification.

Admissions Process

Students will be required to submit the following:

Completed application for admission to UCC

$15.00 application fee if you have never attended UCC

Proof of membership in the RNABC or any other provincial professional nursing association

Copy of CPR Level C Certificate

Verification of at least two years of nursing experience – either letter(s) from employer(s) or documented nursing hours

Costs

To meet the high educational standards and provide the necessary individualized practice support, class size is limited to 16. Program tuition is $7,500 for the 16-week full-time program. Students are responsible for own transportation. The distance program tuition fee will be $5,000. The tuition fee is subject to change.

Course Descriptions

See **Course Description** section at the back of this calendar for detailed course information.

Public Safety Communications Certificate
Kwantlen University College

ANDREW MCKAY, B.A. (Hons), M.P.A.

Program Description

This Kwantlen University College program is offered in Kamloops in partnership with UCC. In 1990, Kwantlen University College introduced the first Public Safety Communications program in Canada.

This unique, eight-month program prepares students for a growing industry that requires professionally selected and trained public safety communicators. Public safety communicator's expertise often literally means the difference between life and death for a caller. Rapid technological changes, as well as greater social and cultural diversity, have heightened the need for communicators who can successfully function under considerable pressure.

The introduction of 911 throughout North America has brought increased public attention to the role of the public safety communicators. While the duties performed by communicators vary considerably according to the function and structure of the organization, there is a simple common element: the communicators link the public to those who provide police, fire and emergency medical assistance.

Career Opportunities:

graduates qualify at an entry level, as police, fire and emergency medical communications operators

apply to prospective employers with the knowledge, skills, and attitudes needed to function effectively as communications operators within the public safety industry as well as related fields of call centre and dispatch operations

Content:

This intensive certificate program is organized according to the following principles:

The development of an appropriate level of understanding of the legal, regulatory and procedural framework within which graduates of the program are expected to function.

The provision of hands-on training with various communications systems similar to those used in the field are conducted in our campus lab.

The development of the human relations and personal skills needed to effectively handle callers, relate to co-workers and supervisors, and manage on-the-job stress.

The integration of learning through a wide variety of incident simulations, oral and written presentations, field trips, and practicums.

Components of the program focus on cultural and societal sensitivity and teamwork.

Student Profile:

A desire to help people is an important qualification for public safety communicators but does not ensure success in this demanding career. Public safety communicators must have superior multi-tasking abilities, be able to simultaneously manipulate telephones and radios while thinking quickly and critically, and make necessary decisions with limited information. The communicators must have excellent listening skills, be assertive but not aggressive, be able to maintain emotional control and work well in a team setting.

Students must be prepared to work hard, actively participate in all facets of the program, show enthusiasm and commitment and be willing to accept constructive criticism to attain the skills necessary for employment. Ideally, applicants will have some experience in related fields such as victims assistance and crisis management.

Admission Requirements

In addition to the regular Kwantlen requirements, students admitted to the program will have completed the following steps in order:

Step 1. Provide proof of high school graduation (or completion of GED) or equivalent. Submit proof of an LPI score of 4 or higher, achieve keyboarding speed of 40 wpm or higher. Submit a researched essay. Submit a resume with 3 letters of reference, pass a basic criminal record search, and take a hearing exam.

Step 2. participate in an interview, which includes a performance evaluation.

Step 3. Pass an enhanced reliability security screening through the RCMP.

These selection criteria are subject to change.

To receive an information package detailing the program, career prospects and admission process, please contact the UCC admissions office.

Costs

This is a cost-recovery program.

Costs for all applicants:

Application fee	$20
Basic Category 4 Criminal Record Check	$10 (varies)
Typing Test	$10
LPI exam	$41

Additional costs for ADMITTED students ONLY:

Tuition	$3,400 (subject to change)
Visiting student fees	$290.40
First Aid / CPR Training	$ 75
Personal & Vehicle Emergency Preparedness Kits	$ 75 – $100
Headset	$ 175
Hearing Test	Varies
Background checks for Enhanced Reliability Security Clearance	$ 250 (approx)
Textbooks (2 semesters)	$ 900.00 (approx)

Total cost is approximately $5,400

Course Requirements

Courses are kept up-to-date through instructors' professional development, through consultations with the program's advisory board and with the field generally, and through the procurement of appropriate equipment. Program curriculum is continually updated to industry needs.

September – December

PSCM 1100	Call Processing
PSCM 1120	Radio Communications
PSCM 1140	Human Behaviour I
PSCM 1150	Legal and Regulatory Influences
PSCM 1400	Emergency Planning

January – May

PSCM 1200	Police Communications
PSCM 1240	Human Behaviour II
PSCM 1260	Practicum
PSCM 1300	Fire Communications
PSCM 1500	Emergency Medical Communications

Graduation

Upon successful completion of this Program, students are awarded Kwantlen University College's Certificate in Public Safety Communications.

Respiratory Therapy Diploma

Chairperson

BRYAN DALY, R.R.T., M.A.

Program Coordinator

DAVID SHEETS, R.R.T., I.D.

Faculty

JANINE CHAN, R.R.T., B.Sc., B.A.
TOM DORVAL, R.R.T., M.Ed.
LES R. MATTHEWS, R.R.T.(A), M.A.
RANDY MOSS, R.R.T.
LINDA MUELLER, R.R.T., M.Ed.
HEATHER NOYES, R.R.T., BHSc.
LARRY S. PRINS, R.R.T.(A), M.A.

Clinical Site Coordinators

LYNNE BEATON, R.R.T., B.C. Children's Hospital
JENNIFER FERGUSON, R.R.T., Vancouver Hospital
CORRY GELLING, R.R.T., Greater Victoria Hospital Society
COLYA KAMINIARZ, R.R.T., Vancouver Hospital
RICK LASCELLE, R.R.T., B.A., Royal Columbian Hospital
MIKE LEMPHERS, R.R.T. Royal Inland Hospital

Medical Advisors

Dr. J. MCCARTHY, Royal Columbian Hospital
Dr. D. KARPIAK, Royal Inland Hospital
Dr. J. RONCO, Vancouver Hospital
Dr. B. SANDERS, Greater Victoria Hospital Society
Dr. J. SMYTH, B.C. Children's Hospital

Introduction

Respiratory Therapy is an allied health discipline devoted to the scientific application of technology in order to assist in the diagnosis, treatment, management and care of patients with respiratory and associated disorders. Respiratory Therapists are important members of modern hospital medical teams.

Applicants should have a sound secondary school background in science and an interest in helping and caring for people. Students interested in pursuing a career in Respiratory Therapy must arrange a visit to a large hospital that has an active Respiratory Therapy Department. The Program Coordinator can assist applicants in arranging such a visit.

Program Description

UCC is the only educational institution in British Columbia to offer a program in Respiratory Therapy. The program is accredited by the Canadian Society of Respiratory Therapists. The program consists of two eight-month sessions of instruction at UCC followed by 47 weeks of clinical internship at accredited hospitals. Following successful completion of the program the graduate is awarded a College Diploma and is eligible to sit the National Board Examinations, for the professional qualification of R.R.T. (Registered Respiratory Therapist).

During the first two years of the program, students spend some time at the Royal Inland Hospital, Kamloops, observing clinical procedures. The clinical year begins in early June following the second College session and students spend time at various hospitals gaining exposure to all aspects of the duties of a Respiratory Therapist. Clinical year students will rotate between hospitals in the Interior, Lower Mainland and Vancouver Island. Applicants must be prepared to relocate as required. Specific rotations cannot be guaranteed.

Admission Requirements

A selective Admission process is used to determine admission to year one of the Respiratory Therapy Diploma Program. Criteria for the selective process will be made available to applicants. Since there are a limited number of seats available in this program applications should be submitted early. It is important to complete all aspects of your application.

Minimum Criteria for Admission

a) Educational Requirements

1) B.C. Grade 12 Graduation with a C+ minimum average or equivalent.
2) B.C. Principles of Math 12* - C+ minimum grade, MATH 060, or equivalent.
3) B.C. Chemistry 12* - C+ minimum grade, CHEM 060, or equivalent.
4) B.C. Biology 12* - C+ minimum grade, BIOL 060, or equivalent.
5) B.C. English 12 or equivalent - C+ minimum grade, or Level 3 on LPI or completion of English 050 or equivalent.
6) B.C. Physics 11, PHYS 050, or equivalent - C+ minimum

*These credits must normally have been obtained within five years of application.

b) General Requirements

1) Successful medical

2) Complete immunization schedule
3) Completion of program orientation
4) Mandatory hospital tour - form to be signed by a Clinical Instructor or Department Head.
5) Completion of “C” level CPR (Basic Rescuer)

Application Procedure

Prospective students must submit an application to the program to be received no later than March 15, 2002. In the event of unfilled seats, applications will be accepted after the March 15, 2002 deadline. A selective admission process is used to determine admission to year one of the Respiratory Therapy Diploma Program. The application should include evidence of meeting all program prerequisites. Applicants will be notified by phone or in writing of their status before the end of April 2002. Note: acceptance is conditional based on receipt of final grades.

Promotion Policy

An overall grade of C+ and a minimum mark of 50% on the final exam is required for a passing grade in each Respiratory course, PHYS 157/167, BIOL 159/169 and CHEM 157. Since th e50% required on a final exams is already 10% below th eoverall mark required for a passing grade, there will be no leniency granted in cases where less than 50% is obtained on a final exam. Since the pass requirement for all science and RESP courses in the Respiratory Therapy Program is a minimum C+, a grade of less than C+ is a failure in those courses. A student must successfully complete all courses in order to continue on to the next semester.

Students may be allowed to continue on a probationary basis if the student is granted academic probation. A student will be allowed to continue on in the program under academic probation when he/she attains a grade of C in any one RESP or science course during a semester as long as a passing grade is achieved in all other courses in that semester. If a student fails to meet the pass mark in two or more courses during one semester they will fail, and be withdrawn from the program. Academic probation will not be granted two semesters in a row. If a student fails a course while on academic probation, they will not be granted probation and will be removed from the program.

Graduation from the three-year program requires that the student acquire an overall grade point average of 2.5. The graduate will receive a diploma in Respiratory Therapy. The diploma does not qualify the student to undertake employment as a registered respiratory therapist, but designates the student as a graduate therapist who is eligible to write the board examination.

Applicants should be aware that the Respiratory Therapy Program is academically rigorous with a heavier than average course load in all semesters. In order to be successful in the program, students must be willing to dedicate a significant amount of time to their studies.

Completion Requirement

Program completion is expected within 3 consecutive years following entry. At the discretion of the Program Coordinator, this may be extended to 4 consecutive years.

Advanced Placement

Students who have completed a science degree may apply for advanced placement into the second year of the program. This fast track option is available on a selective admission basis and requires the completion of some distance study courses prior to admission. Interested students may contact the Program Coordinator for individual counselling. For students entering first year, transfer credit for previous post-secondary education will be given when course transcripts are approved by the Program Coordinator during the first week of classes in September.

Costs

- Tuition: See Fees section of Calendar
- Books and supplies: approximately $900 in each of first and second years.
- Relocation: Students must be prepared to relocate to the lower mainland or Victoria for all or part of third year.
- $16.50 lab/studio fee for courses shown with (L).
- The student will be urged to join the CSRT/CRBC early in the first year. The cost will be approximately $675 for the 3-year student membership which includes gold pin, certificate and prepayment for the board exams.
- Students will be required to undergo immunization for Hepatitis B before entering the clinical year.

Failures and Repeats

Failing or withdrawing students should recognize that there is no guarantee of the opportunity to repeat courses. The ability to cater to requests to repeat courses will depend upon the number of spaces available after first time full-time students have been accommodated. Students must achieve a C+ or better in BIOL 159/169, CHEM 157, PHYS 157/167 and all RESP courses in order to pass these courses.

A student who fails a course(s) will be required to repeat the course(s) within one calendar year. A failed course can only be repeated in the semester in which it is offered in the following year. The laboratory component of the failed course must also be repeated, lab marks will be integrated within the course. Student must re-register for the course and pay the appropriate fees for any repeated courses.

A student who has previously failed a health-related program and who subsequently applies for admission to the same program or to another health-related program will be regarded as a repeating student, unless he/she can show cause for being treated as a new student.

In cases of program re-entry, the relevant department may require potential repeating students to challenge certain portions of courses in which they previously received credit, in order that the currency of practical skills can be assessed. All potential repeating students are reminded that they are subject to program completion-time requirements.

A student who receives a failing grade in a course or fails to meet objectives related to professional responsibility, professional accountability or patient safety may be refused re-admission to the program, (or another health-related program) at the recommendation of the Program Coordinator and the approval of the Divisional Dean.

All potential repeating students are reminded that they are subject to program completion time requirements.

Course Requirements

First Year		
BIOL	159/169	Human Biology - Anatomy and Physiology (L)
CHEM	157	General Chemistry for Health Technologists (L)
ENGL	157/167	Communications English
MATH	120	Introduction to Statistics
PHYS	157/167	General Physics for Respiratory Therapists (L)
RESP	157	Introduction to Respiratory Therapy
RESP	158	Instrumentation for Respiratory Therapists (L)
RESP	168	Instrumentation for Respiratory Therapists 2 (L)
RESP	169	Functional Analysis of Mechanical Ventilation
Second Year		
Note: All 3rd semester courses are prerequisite to 4th semester courses.		
3rd Semester		
RESP	250	Pathophysiology 1
RESP	251	Pharmacology 1
RESP	255	Mechanical Ventilation 2 (L)
RESP	257	Blood Gas Analysis and Interpretation (L)
RESP	259	Patient Assessment (L)
4th Semester		
RESP	260	Pathophysiology 2
RESP	262	Anaesthesia (L)
RESP	263	Neonatology (L)
RESP	268	Pulmonary Function (L)
RESP	270	Patient Care Procedures (L)
RESP	272	Professional Issues in Respiratory Care

Third Year		
RTCL	304	Neonatal and Paediatrics Clinical
RTCL	311	Level 1 Clinical Rotation
RTCL	312	Level 2 Clinical Rotation
RTCT	315	Comprehensive Theory Level 1
RTCT	316	Comprehensive Theory Level 2

Clinical Practicum - 3rd Year

The clinical year is designed to allow the student to gain practical experience in all aspects of Respiratory Therapy. Upon completion of Level 1, June - December, the student will be expected to meet certain predetermined objectives in all rotations. Level 2, December - April, will be a further mastery of these same objectives.

The year can be divided into three main areas of practice:

1) Diagnostics, which will include blood gas analysis, pulmonary function, electrocardiography, stress testing, bronchoscopy.
2) Therapy, which will include medical surgical rotation, paediatrics and nursery, and Respiratory Therapy Department.
3) Critical Care, which will include adult and neonatal intensive care, operating room and anaesthesia, and coronary care.

Students must pass the theory course with an overall grade of 60% or better and a minimum mark of 50% on the final exam. Since the 50% required on a final exam is already 10% below the overall mark required for a passing grade, there will be no leniency granted in cases where less than 50% is obtained on a final exam. Students may be allowed to continue on a probationary basis if the student is granted academic probation.

The student will work the equivalent of 150 hours each month, and may be assigned shift work. Clinical training involves rotation between the accredited hospitals, and these rotations may be either:

Interior – Vancouver or Vancouver - Interior
Vancouver – Vancouver
Vancouver – Victoria or Victoria – Vancouver

Third Year			
RTCL	304	Neonatal and Paediatrics Clinical	8 weeks
RTCL	311	Level 1 Clinical Rotation	22 weeks
RTCL	312	Level 2 Clinical Rotation	17 weeks
RTCT	315	Comprehensive Theory Level 1 Quizzes, Assignments and Examinations	June - October
RTCT	316	Comprehensive Theory Level 2 Quizzes, Assignments and Examinations	November - April

Course Descriptions

See **Course Description** section at the back of this calendar for detailed course information.

School of Tourism

Associate Dean, School of Tourism
DAVID TWYNAM, B.P.E., M.Sc., Ph.D.

Bachelor of Tourism Management Degree
Adventure Programs Department
Adventure Guide Diploma
The Adventure Centre
Tourism Management Department
Events and Conventions Management Diploma
Resort and Hotel Management Diploma
Tourism Management Diploma
Tour Coordinator Certificate
Food and Beverage Management Certificate
Accommodation Management Certificate
Tourism Supervisory Development Certificate
Food Training Programs Department
Professional Cook Training Certificate
Professional Cook Upgrading Certificate
Retail Meat Processing Certificate

Program summary, admission requirements and course descriptions for each program area follow.

Bachelor of Tourism Management Degree

For further information about this program, please refer to the "Degree Programs" section of this calendar.

Adventure Programs

Chairperson, Adventure Programs Department
DAVID FREEZE, Dipl. Outdoor Recreation (Cap.), W.K.A.B.C., B.C.R.C.A., A.C.S.K.G., S.K.G.A.B.C., Tel. (250) 371-5842

Program Introduction

The Adventure Guide diploma program is designed to train graduates to work within the adventure tourism industry as guides and/or small business owners. This program brings together various aspects of guide training under one umbrella to allow students to become qualified to guide or instruct in a selection of adventure activities, while at the same time studying the applied nature of operating an adventure business - either as a contract guide or trip operator.

The Adventure Guide diploma contains three years (six semesters; 75 credits) of course work which is delivered in a two year compressed format. Some students spread the course work out over a three-year period. The program combines theoretical training in the classroom with activity training on trips throughout North America.

Purpose and Benefit of Program

Adventure Travel

Adventure Travel may be defined as a leisure activity that takes place in an unusual, exotic, remote, or wilderness destination and tends to be associated with high levels of involvement and activity by the participants, most of it outdoors. Adventure travellers are explorers of both an outer world, especially the unspoiled, exotic parts of our planet and an inner world of personal challenge, self perception and self mastery.

The UCC Adventure Guide program focuses on such activities as:

backpacking	mountain biking	sailing
canoeing	mountaineering	scuba diving
cross country skiing	natural history	sea kayaking
heli hiking	nature observation	ski touring
heli-skiing	river rafting	snowboarding
hiking	rock climbing	white water kayaking
ice climbing		

Adventure travel is currently the fastest growing segment of the tourism industry in British Columbia. The rapid growth rate has created problems within the industry that must be addressed through a formalized training program.

Historically, individuals drawn to work within the various adventure travel activities have done so because of a primary interest in an outdoor, travel-oriented lifestyle. Increasingly, these individuals are confronting the need for good marketing and business practices to stay employed and competitive within the field.

Most of the past and present adventure travel businesses have been started by these "lifestyle" operators, and we are just now seeing tourism development investors beginning to actively seek out viable operations within adventure travel tourism. This trend will in turn create new issues to address in the integration of operator and investor.

Program Purpose and Philosophy

The object of this program is to provide participants with the interpersonal, hospitality, technical, and organizational skills necessary to secure long-term employment and careers in the adventure industry. It does this through training which is specific to guiding knowledge and leadership, adventure tourism industry issues, small business ownership, trip planning, and certification through numerous provincial and national adventure associations.

This program is designed to attract individuals:

a. seeking employment within the adventure tourism industry as guides or entrepreneurs.

b. within the industry who are seeking additional, formalized training and certification.

c. looking for career and lifestyle change in the recreation or tourism field.

This program addresses training issues facing this quickly changing segment of the tourism industry by providing complete and formalized guide training. One of the biggest obstacles to growth and long term planning for many companies today is the inability to guarantee finding employees and managers who are qualified in adventure sport activities as well as hospitality and business management skills. The adventure tourism industry is a highly technical and specialized field requiring a great deal of practical experience in specific skills. The necessity for guides to have backgrounds in more than one technical skill is important for full-time employment. It is also important for the individual to have good interpersonal skills, hospitality skills and

organizational skills for him or her to retain long-term employment and contribute positively to the field.

Today's primary concern for an employer is the care and safety of his or her client and the legalities of operation. For every business, the legal qualifications of employees is a prime concern, yet the reality of hiring adventure guides leaves most businesses searching hard to find competent guides with the legal qualifications they require.

As guide staffing is the backbone of the industry, it is the program's intent to train participants primarily to become qualified and competent guides with a broad background in more than one skill - an who are employable within as much of the industry as possible. The intention is to formalize and integrate existing industry association standards and certification while creating the most useful training program to employers and employees.

The private sector has been heavily involved in the development and delivery of this program, and continues to be heavily involved through substantial use of industry association curriculum, advisory committee participation, as well as the heavy use of association examiners as contract instructors on all activity courses. The Adventure Programs area is comprised of four highly respected long-standing guides who instruct within the program, as well as approximately 30 contract instructors who are instructors and/or examiners for the national association they are involved in.

The UCC region of British Columbia forms a natural hub for adventure travel in the province and Western Canada. UCC is a natural centre for this type of training, just as the surrounding geography fits perfectly with the concept. As one of the goals of the program is to have students participating in trips in the geographic area they may work in, activity courses in the program travel extensively throughout Alberta, British Columbia, and the western United States. Students spend approximately 50% of the program course time on various trips throughout western North America.

As the Adventure Guide Diploma is taught exclusively by guiding professionals within the adventure tourism industry who are still actively at the pinnacle of their sport, this program forms a unique integration between members of the private sector and UCC. This link gives the program additional validity and purpose, gives students excellent networking opportunity, and has stimulated a good deal of interest within the international adventure tourism community as a model to strive after for adventure education delivery.

The employment possibilities for graduates of this program are good not only provincially but also nationally and internationally. The program office currently receives hundreds of job offers each year for students in the program, and many companies have realized the benefits of hiring exclusively from participants in this program. Opportunity is made for companies to post job openings with the program, as well as to come to UCC to interview prospective candidates for employment.

Diploma and Existing Certificates

Students who successfully graduate from this program will receive the "Adventure Guide" diploma. In addition, opportunity is made for participants to be examined for the following existing industry certificates:

- Association of Canadian Mountain Guides: Assistant Ski Guide
- Association of Canadian Mountain Guides: Assistant Rock Guide
- Association of Canadian Sea Kayak Guides: Assistant Sea Kayaking Guide
- BC Parks: River Rafting Guide License
- BC Provincial Emergency Program: Rope Rescue Team Leader
- BC Provincial Emergency Program: Rope Rescue Team Member
- BC Provincial Emergency Program: Search and Rescue Management
- BC Parks: Public Safety and Part Security Certificate
- BC Recreational Canoe Association: Trip Instructor
- BC Recreational Canoe Association: Lakewater Canoe Instructor
- BC Recreational Canoe Association: Moving Water Instructor
- BC Recreational Canoe Association, Whitewater Kayaking Instructor Level I & II
- Canadian Institute of Safety, Search and Rescue: Wilderness Emergency Response
- Canadian Institute of Safety, Search and Rescue: Advanced Wilderness Emergency Response
- Canadian Avalanche Association: Safety for Ski Operations I
- Canadian Association of Nordic Ski Instructors: Level I Instructor
- Canadian Association of Nordic Ski Instructors: Level II Instructor
- Canadian Association of Nordic Ski Instructors: Telemark Instructor
- National Association of Scuba Diving: Master Diver
- National Association of Scuba Diving: Open Water
- National Association of Scuba Diving: Advanced Open Water
- National Association of Scuba Diving: Dive Supervisor
- Rescue Canada: Swiftwater Rescue Technician I
- Rescue Canada: Swiftwater Rescue II
- Rescue Canada: Swiftwater Rescue Instructor
- Sea Kayak Guides Alliance of BC
- Whitewater Kayak Association of BC: Senior River Instructor
- Whitewater Kayak Association of BC: Assistant River Instructor

Note: Additional adventure industry association certifications as acceptable to the Program Coordinator and additional industry association certification will continue to be added. See also ADVG 269 for more information.

Curriculum Format

The program will involve a mix of theoretical and practical training. Theoretical training will be in a classroom setting for six hours a day, five days a week. Practical activities will be taught in their natural environment and will require student participation twenty-four hours per day for up to three weeks at a time. Students will attend and participate in approximately twenty weeks of classroom instruction and thirty-six weeks of outdoor instruction, comprising two years (six semesters) with a summer break for work experience in June, July and August.

As much of the content as possible will be taught in module format to leave open the future possibility of students registering for module segments of the Diploma. This will facilitate opportunities for upgrading by individuals presently working in the industry who may lack certain certificates or portions of the Diploma content.

Present holders of individual certificates may receive transfer credits and advanced standing in the Diploma - up to a maximum of 50% of total program credits.

Admission Requirements

Please refer to the General Information section of the Calendar for the statement of admission policy at UCC.

The Adventure Travel Guide Diploma is not a general outdoor recreation or entry level program, but is intended for highly experienced applicants on a competitive entry basis. The program accepts 24 students each September from numerous applicants across Canada. The average age of students in the program to-date has been 24-25 years, with an age range of 19 to over 50 years. Successful applicants are able to show the following: formal skills training and a high functioning level in at least two adventure sports, significant volume of extended trip experience over at least a three year period, knowledge of employment opportunities within the adventure industry, leadership experience, and a high level of desire to succeed within the program. Approximately 30% of students have completed a previous diploma or degree, and an additional 30% have attended a three-month mountain skills semester program or equivalent.

The application deadline is January 31 for the following September. Prospective students are required to attend an orientation session. These are held annually in Kamloops, Calgary, Toronto, Vancouver, and Montreal. You can obtain more information about these sessions and the program by calling the program secretary at (250) 828-5221.

Educational Requirements

- B.C. Grade 12 or equivalent
- B.C. Principles of Math 11 or Math 051, or equivalent, with at least a "C+" standing
- 67% on the combined English 12 and Government Exam (within the last 5 years)
- **or** Level 3 on the Composition section of the Language Proficiency Index (within the last 2 years)
- **or** Completion of English 050 with a "B" or better
- **or** An equivalent English program

Recommendations

Adventure Sport Prerequisites

Applicants into the program do so based largely upon their technical skill and experience level in at least one adventure sport. The following lists are intended to provide general direction as to normally required prerequisite entry criteria for the adventure activities.

Applicants **<u>are not</u>** required to have all of the following, but must be able to demonstrate the following in at least one adventure sport, with additional experience in at least one second sport.

Rock Climbing

- 2 years minimum climbing experience
- Leading ability of 5.9+ in rock shoes
- 30 crag climbs led placing gear [1-5 pitches] (5.9 minimum standard)
- 5 grade IV rock routes (Grade IV is a long day)
- 3 climbs with sections of aid
- 15 sport climbs led (5.10+ standard)
- Climbing experience in 3 different geographic areas

Alpine Climbing

- 2 years minimum climbing experience
- Leading ability of 5.7 in mountain boots
- 10 Grade III mixed alpine climbs (Grade III is most of the day)
- 5 Grade IV alpine climbs (Grade IV is a long day)
- 10 grade III-IV waterfall ice climbs
- 10 mixed snow/ice/rock routes
- experience in 3 different geographic area

Backcountry Skiing

- Advanced alpine or telemark skiing ability
- 15 day or overnight tours in glaciated terrain
- 2 five-day ski tours in glaciated terrain that are non-hut based (camping)
- 2 five-day ski tours in glaciated terrain that are hut based
- 5 winter ski ascents
- experience in a variety of snowpack climates
- recorded snowpack experience

Whitewater Kayaking or Canoeing

- 2 years minimum kayaking or canoeing experience
- Paddling ability on Class 3 rivers (or very extensive flatwater tripping experience)
- Paddling experience on a variety of rivers
- Minimum of 30 days paddling in the last two years

Sea Kayaking

- 2 years minimum ocean experience
- 1 trip over 14 days in length
- 5 trips over 5 days in length
- 10 days open coast and surf experience

It is also recommended, but not required, that students entering the program have some keyboarding and computing skills.

Keyboarding and computer instruction is available at the main UCC campus or the UCC Computer Access Centre.

General Requirements

- Attend a Departmental Orientation session
- Complete the Adventure Guide Diploma Information Form (provided at orientation sessions)
- Attend an admissions interview
- Canadian Citizenship or Landed Immigrant Status
- Complete Immunization
- Age 19 or over

Documentation Required

The following documentation is necessary to verify admission requirements:

- Official transcript of previous secondary and post-secondary educational record
- Proof of Citizenship or Landed Immigrant status
- LPI results (if necessary)
- Verification of attendance at Program Orientation session. This will be forwarded to the Admissions Department
- Completion of a personal resume and trip log (if necessary to supplement the Information Form)
- Completion of the Adventure Guide Diploma Information Form
- After being accepted you will be required to supply a Medical Examination form and to sign the Tourism Department's Assumption of Risk and Indemnifying Release waiver form
- Verification of attendance at a program interview. This will be forwarded to the Admissions Department.

Orientation Session

Prospective students are required to attend a departmental orientation session for any courses offered by the Adventure

Programs Department. The purpose of these sessions is to provide valuable information about courses, programs, entrance requirements, admission procedures, and to allow prospective students to have pertinent questions answered. Dates for these orientations vary, but usually take place between November and January. Please call the program secretary at (250) 828-5221 to arrange to attend.

Resume and Trip Log

After attending an orientation session, students are required to submit a detailed resume which includes all work experience and education related to adventure travel and outdoor pursuits. This is done by completing the Adventure Travel Guide Diploma Information Form as supplied by the program and adding any additional information that will assist the application. The closing date for receipt of these forms is January 31 of each year for the following September entry.

Admissions Interview

After attending an orientation session and submitting a resume and trip log, prospective students may be invited to participate in an interview with the Coordinator of the Adventure Travel Guide Diploma. Participants are asked questions to help ascertain the applicant's readiness for admission. All applicants will be asked similar questions. Student selection will be made **after** the interviews and are normally completed by April 1.

Admission interviews will be conducted in person at UCC or may be held through interactive television. It is the responsibility of the applicant to arrange, and pay for, a local site for any interactive television interview. Information on technical requirements and available dates can be received from the program secretary.

Medical Examination

As this program is physically demanding, applicants must arrive in good physical condition suitable to participate in strenuous outdoor activities. A completed Medical Examination form is required and will be forwarded upon acceptance to the Program. Students **must** possess medical coverage and will be required to have additional coverage for any course which enters the United States or other country.

Assumption of Risk Release

Due to the varying levels of risk associated with adventure travel and outdoor pursuit activities participants will be required to sign the School of Tourism's Assumption of Risk and Indemnifying Release form. Participants may want to seek legal advice regarding their signing of this form.

Clothing and Equipment

Participants will be required to provide a substantial amount of personal clothing and equipment for this program. A required clothing and equipment list is available from the Adventure Programs Department.

Program Fees and Additional Costs

Due to the high level of course offerings, the high instructor-student ratios used, and the associated costs with operating a program of such a high-end nature, tuition and activity fees for the program have averaged $5,600 per year. This may vary with individual student course selection and provincial post-secondary tuition policy.

Included within the costs for the program are National and Provincial association examination and certification fees, backcountry hut and lodge accommodation, helicopter rental, equipment use, high instructional ratios, UCC tuition costs, course transportation, campsite fees, etc.

Student loans are available for this program. Students must apply to the student loan organization in their Province of residence.

Additional Costs

Students will incur additional costs for food, living costs while in Kamloops, personal equipment purchased or rented, texts and maps, etc. There may also be some additional costs for trips on the self-directed expeditions. See also the "Required Student Clothing and Equipment List" provided by the Adventure Programs Department.

Accommodation

As well as the need for residential housing during the classroom component of this program students may be required to provide their own accommodation for some field trip courses. This may include tent, hostel, backcountry hut and lodge accommodation. These extra costs have been calculated into the overall tuition fees, but students should expect extra expenses.

Transportation

As well as the need for transportation to the starting points for all field courses, helicopter transportation is required a number of times during this program. This also has been calculated into the overall course fees.

Equipment

Students will be responsible for all personal clothing and equipment through either purchase or rental. This includes clothing, backpack, backcountry skis, skins, climbing harness, sleeping bag, boots, etc.

Provided as group equipment are: stoves, avalanche transceivers, climbing equipment, canoe and kayak equipment and tents.

Texts

Students will be responsible for purchasing approximately $600 of texts each year.

Self-Directed Expeditions

Students will be responsible for most costs incurred during the spring self-directed expeditions. Expeditions can be Provincial, National or International in nature depending upon the request of the student. Only the first year expedition is a required course. A second expedition may be selected as an elective in the final year.

Field Trips

This program will also include some field trips to visit the adventure tourism industry as well as some of their suppliers. This component has been included in the program so that students can better understand some of the concepts discussed in class. While costs will be kept to a minimum, students will be expected to contribute to the overall cost of the field trip.

Additional Costs also include:

Personal Expenses	Trip Food
Avalanche Kit (approx. $100)	Student Equipment Costs (clothing, etc.)
Self-incurred expedition costs	Student Association Fees
Building Levy	Student Activity Fee

Exemptions

Exemptions to the admission's requirements may be granted by the Chairperson of the Adventure Programs Department, in

consultation with the Coordinator of the Adventure Guide Diploma, after an interview has taken place with the applicant.

Program Design

This program has been designed with the consultation of the Ministry of Advanced Education, other colleges and institutes. The Adventure Tourism Industry has also been heavily and actively involved in the design of this program and is also involved in its instruction.

The Adventure Guide Diploma Program will include the following courses:

Year One Required Theory Courses		
Course	**Course Title**	**Cr**
ADVG 101	The Adventure Tourism Industry	3
ADVG 102	Wilderness Travel Theory	1
ADVG 105	Guiding Leadership	3
ADVG 110	Natural History I	3
ADVG 111	Emergency Situation & SAR Management	3
ADVG 112	Food Preparation	3
ADVG 195	Work Experience Practicum	1
ADVG 201	The Wilderness Environment	3
COMP 191	Computer Applications	3
TMGT 111	The Tourism Industry	3
ADVG 190	Expedition I	3
	Total Required Theory Course credits	29

Year One Elective Activity Courses **Students are required to take one course from each section below – i.e., 7 courses (14 credits) minimum.**		
ADVG 103	Wilderness Emergency Response, or	3
ADVG 113	Occupational First Aid Level III	2
ADVG 150	Wilderness Travel, or	2
ADVG 243	ACMG Hiking Guide	2
ADVG 151	Canoe I, or	2
ADVG 264	Sea Kayak I	2
ADVG 153	Kayak I, or	2
ADVG 249	Kayak II	2
ADVG 155	Ski I, or	2
ADVG 245	Alpine Ski Instructor, or	2
ADVG 255	Telemark Instructor	2
ADVG 156	Ski Tour I, or	2
ADVG 158	Mountaineering I, or	2
ADVG 281	Mountaineering II	3
ADVG 157	Rock Climbing I, or	2
ADVG 280	Rock Climbing II	3
Total required elective activity course credits = 14 Total required first year credits = 38		
Year Two Required Theory Courses		
ACCT 121	Accounting I	3
TMGT 115	Marketing and Customer Service	3
ADVG 201	The Wilderness Environment	3
ADVG 202	The Cultural Environment	3
ADVG 204	The Business of Adventure	3
ADVG 206	Legal Liability & Risk Management	3
ADVG 285	Instructional Skills	3
Total Required Credits		21

Elective ADVG Courses		
Course	Course Title	Credits
ADVG 103	Wilderness Emergency Response	3
ADVG 113	Occupational First Aid Level III	2
ADVG 150	Wilderness Travel	2
ADVG 151	Lakewater Instructor	2
ADVG 153	Kayak I	2
ADVG 155	Skiing I	2
ADVG 156	Ski touring I	2
ADVG 157	Rock Climbing I	2
ADVG 158	Mountaineering I	2
ADVG 159	Avalanche I	2
ADVG 160	Swiftwater Rescue I	2
ADVG 203	Advanced Wilderness Emergency Response	3
ADVG 205	Guilding Leadership II	3
ADVG 243	Hiking Guide	2
ADVG 244	Backpacking Guide	2
ADVG 245	Alpine Ski Instructor I	2
ADVG 246	Swiftwater Rope Rescue	2
ADVG 249	Kayak II	2
ADVG 251	Moving Water Canoe Instructor	2
ADVG 252	Tripping Instructor	2
ADVG 253	Kayak 3	2
ADVG 254	Kayak 4	2

Elective ADVG Courses		
Course	Course Title	Credits
ADVG 255	Telemark Instructor	2
ADVG 256	Nordic Ski Instructor Level I	2
ADVG 257	Ski Tour II	2
ADVG 258	Guide Training for Skiers	3
ADVG 259	Guide Training for Climbers - Rock	3
ADVG 260	Guide Training for Climbers - Alpine	3
ADVG 261	Assistant Rock Guide	3
ADVG 262	Rope Rescue	2
ADVG 263	Rope Rescue Team Leader	2
ADVG 264	Sea Kayaking I	2
ADVG 265	Sea Kayaking II	2
ADVG 266	River Rafting I	2
ADVG 267	Natural History II	2
ADVG 268	Natural History III	2
ADVG 269	Elective Activity Course	2
ADVG 270	Open Water Diver	2
ADVG 271	Advanced/Master Diver	2
ADVG 272	Dive Supervisor	2
ADVG 273	Swiftwater Rescue II	2
ADVG 274	Swiftwater Rescue Instructor	2
ADVG 275	River Rafting II	2
ADVG 276	Ice Climbing	2

ADVG 277	Mountain Photography	2
ADVG 279	Ski Tour III	3
ADVG 280	Rock Climbing II	3
ADVG 281	Mountaineering II	3
ADVG 282	Assistant Ski Guide	3
ADVG 283	Expedition Planning and Leadership	3
ADVG 284	Sail Cruising I	2
ADVG 290	Expedition II	2

Total required second-year elective course credits = 16 minimum

A minimum of 8 second-year elective course must be taken

A minimum of 4 electives must be ADVG activity courses, however, for students planning on moving on to the Bachelor of Tourism Management Degree, up to 4 of these 8 may be taken that are non-ADVG courses that are acceptable for entry to the degree.

Course Descriptions

See **Course Description** section at the back of this calendar for detailed course information.

The UCC Adventure Centre

Purpose

In order to use the extensive resources and expertise of the Adventure Programs area to support the development of the adventure industry, UCC had created The Adventure Centre. The Centre has been established as a focal point of excellence within Canada for high quality and progressive educational opportunities for career development in adventure guiding and entrepreneurship - as well a to assist industry groups in facilitating identified developmental and training needs.

The Centre integrates the Adventure Guide Diploma's educational programs with adventure industry development initiatives with the intent of providing higher level educational and transitional opportunities to students, while at the same time, facilitating industry developmental needs through providing a contractible, innovative, and responsive resource to industry.

Association of Canadian Mountain Guides Training and Certification Program

Association of Canadian Mountain Guides training and certification courses are also offered. Call (250) 372-0118 or (250) 828-5221 for an information package.

Tourism Management Programs

Resort & Hotel Management Diploma
Events & Conventions Management Diploma
Tourism Management Diploma
Tour Coordinator Certificate
Tourism Supervisory Development Certificate
Accommodation Management Certificate
Food & Beverage Management Certificate

Chairperson, Tourism Management Department

MAYNARD KIRKPATRICK, B.A.
(250) 828-5256

For information regarding any Tourism Management Program, please call (250) 828-5132.

Since there are limited numbers of places available in these programs, applications should be submitted early.

Admission Requirements

Please refer to the General Information section of the Calendar for the statement of admission policy at UCC.

Educational Requirements

- B.C. Grade 12 or equivalent
- B.C. Principles of Math 11, or Math 051, or equivalent, with at least a "C+" standing or BC Applications of Math 12
- 67% on the combined English 12 and Government Exam (within the last 5 years)

or Level 3 on the Composition section of the Language Proficiency Index (LPI), within the last 2 years

or Completion of English 050 with a "B" or better

or Completion of ESL Level 4 or TOEFL test results with 550 (paper based) or 213 (computer based) or better

or Completion of an equivalent English program

General Requirements

- Canadian Citizenship, Landed Immigrant status, or valid student visa
- Attend a program orientation session
- Submit a detailed resume to the Tourism Management Department

Documentation Required

The following documentation is necessary to verify admission requirements:

- Official transcripts of previous secondary and post-secondary educational record
- Proof of Citizenship, Landed Immigrant status, or valid student visa
- LPI results (if necessary)

Orientation Session

Applicants are required to attend an orientation session for all programs offered by the Tourism Management Department. The purpose of this session is to provide valuable information about courses, programs, entrance requirements, admission procedures and to allow prospective students to have pertinent questions answered.

Orientation sessions take place monthly from November to April.

Contact the Tourism Management Department at (250) 828-5132 or e-mail tourism@cariboo.bc.ca to arrange your attendance.

Part Time Students

Students wishing to take tourism courses on a part time basis should contact the Tourism Management Department at (250) 828-5132.

Recommendations

It is recommended that students who enter this field have some experience in the Tourism Industry.

It is recommended, but not required, that students entering the program have some keyboarding and computer skills.

Exemptions and Advanced Credit

Once admitted, you may qualify for course exemptions or advanced credit if you have previous post-secondary education. Contact the Tourism Management Department to have your records assessed.

Prior Learning Assessment and Recognition

UCC recognizes that adult learners acquire knowledge and skills through life and work experience. Through Prior Learning Assessment and Recognition (PLAR), UCC will assess this knowledge and skills and grant credit/recognition for the learning that has taken place. For further information phone (250) 828-5186.

Field Trips

Most Tourism Management programs will include mandatory field trips. This component has been included so that the students can better understand some of the concepts discussed in class. While costs will be kept to a minimum, students will be required to contribute to the overall cost of field trips via field trip activity fees.

Events and Conventions Management Diploma

A two year Diploma

Program Introduction

Some industry experts consider the convention and group business to be the fastest growing segment of the Canadian hospitality industry. This program is designed to provide a practical overview of the function, skills and knowledge required to successfully plan, organize, manage, promote, and evaluate a festival, convention, trade show, or event. Event planning is a very detail-oriented business. As a result, this program will appeal to individuals who have a high regard for details and the creative ability to manage special events and conventions from inception to fruition.

Special events and conventions are being recognized as great generators of money into a community. Because of this, there is a tremendous increase in the number of convention facilities being built in Canada and abroad. Employment opportunities exist in corporations, associations, hotels and resorts, convention centres, municipal convention and visitors bureaus, and destination management companies. As well, there are plenty of opportunities for graduates with an entrepreneurial spirit to start their own business.

Tourism programs at The University College of the Cariboo have the strong support and commitment of industry. Graduates have found employment locally, provincially, nationally, and internationally. Often, employment opportunities for our students have been activated by the work practica that have been built into the programs.

Program Development

This program has been developed with the consultation of the Ministry of Skills, Training and Labour, other Colleges, Universities and Institutes, members of the Tourism Advisory Committee, and business operators. Courses parallel the curriculum outline developed by the Professional Convention Management Association.

Admission Requirements

Please refer to the General Information section of this Calendar for the Statement of Admission policy at UCC and to the first page of the Tourism Management Programs section for specific admission's requirements.

Graduation Credentials

Graduates who successfully complete the program will receive an Events and Conventions Management Diploma from UCC.

Students must attain a "C" or better in all required courses in order to receive a diploma.

Laddering (2 + 2)

Graduates of the Events and Conventions Management Diploma can ladder into the UCC Bachelor of Tourism Management degree program (BTM).

The BTM program is a two-year degree based upon a two + two model. Applicants are expected to have completed a two-year post-secondary diploma or equivalent, prior to admission. Admission into the BTM program occurs at the third year level. Once admitted, students will need to complete a minimum of 60 credits.

For further information about the BTM program, please refer to the "Degree Programs" section of this calendar.

Program Outline

The Events and Conventions Management Diploma will include the following courses:

YEAR ONE		
Fall Semester		
Course	**Course Title**	**Cr**
ENGL 151 or ENGL 110	Business Composition Composition	3
COMP 191	Intro. to Computers & Business Info. Systems	3
MATH 110	Finite Math with Applications	3
TMGT 111	The Tourism Industry	3
TMGT 116	Organizational Leadership in Tourism	3
HMGT 111	Dining Room Operations	3
CONV 100	Events & Conventions Work Practicum - Seminar	-
Winter Semester		
ENGL 161 or ENGL 162	Report Writing & Business Presentations (must be taken with ENGL 151) Business Writing and Public Speaking (must be taken with ENGL 110)	3
ACCT 100	Financial Accounting	3
TMGT 114	Human Resources Management	3
TMGT 115	Marketing & Customer Service	3
HMGT 121	Food & Beverage Preparation	3
CONV 226	Managing Festivals and Special Events	3

Summer Semester		
CONV 100	Events & Convention Work Practicum	1
	Total Credits Year 1	37

YEAR TWO		
Fall Semester		
Course	**Course Title**	**Cr**
ACCT 101	Management Accounting	3
TMGT 225	Hospitality Law	3
TMGT 125	Applied Sales & Marketing	3

THTR 212	Technical Theatre	3
CONV 210	Managing Effective Meetings 1	3
CONV 219	Association Operations	3

Winter Semester		
ECON 122 or ECON 190 or ECON 195	Introduction to Basic Economics Principles of Microeconomics Principles of Macroeconomics	3
COMP 291	Computer Applications In Business	3
MATH 120	Introduction to Statistics	3
TMGT 261	Environmental Issues in the Tourism Industry	3
CONV 211	Managing Effective Meetings 2	3
CONV 228	Trade Show Operations	3
TMGT 150	Field Trip Activity Fee 1 ($300.00)	-
CONV 250	Field Trip Activity Fee 2 ($300.00)	-
	Total Credits Year 2	36
NOTES: Students wishing to pursue the Bachelor of Tourism Management Degree Program must obtain a grade of B- or better in both ACCT 100 and ACCT 101 and complete ECON 190 or 195. Before graduating, and in order to receive the Events and Conventions Management Diploma, students must complete a minimum of 500 hours of relevant work experience in the tourism industry.		
	Total Program Credits	73

Course Descriptions

See **Course Description** section of this calendar for detailed course information.

Resort and Hotel Management Diploma

A two year Diploma

Program Introduction

This two-year diploma program is designed to provide the theory and practical skills essential to begin a career in Resort and Hotel Management.

Courses in this diploma provide instruction in Rooms Division Management, Food and Beverage Management and hospitality administration. By use of lecture, practica, fieldwork, case studies and practical applications, students will gain insight into management and operations in this dynamic field. In addition to hospitality related courses, students will gain experience in computer applications, accounting, finance, cost control, marketing and business communications. Graduates will have a well rounded exposure to the industry that will increase their employability.

Tourism Programs at The University College of the Cariboo have the strong support and commitment of the hospitality industry. Courses have been developed with consultation and continued input from professionals working in resorts and hotels. Graduates have found employment in a variety of resorts and hotels throughout the world. Employment opportunities for students are often activated by the work practica that have been built into our diploma program.

Careers in this field can be demanding, challenging and rewarding. Students with high standards, a commitment to success and a strong guest service focus will find infinite possibilities for careers in this industry.

Admission Requirements

Please refer to the General Information section of this Calendar for the Statement of Admission policy at UCC, and to the first page of the Tourism Management Programs section for specific admission's requirements.

Program Development

This program has been developed with the consultation of the Ministry of Skills, Training and Labour, other Colleges and Institutes, the American Hotel and Motel Association, members of the local Advisory Committee and business operators.

Graduation Credentials

Graduates who successfully complete the program will receive a Resort and Hotel Management Diploma from UCC.

Students must attain a "C" or better in all required courses in order to receive a diploma.

Laddering (2 + 2)

Graduates of the Resort and Hotel Management Diploma can ladder into third year of the following programs:

- UCC Bachelor of Tourism Management Degree Program (BTM)
- The BTM program is a two year degree based upon a two+two model. Admission into the BTM program occurs at the third year level. Once admitted, students will need to complete a minimum of 60 credits.
  - For further information about the BTM program, please refer to the "Degree Programs" section of this calendar.
- University of Calgary Bachelor of Hotel & Resort Management
  - For further information about this program, please contact the Tourism Management Department at (250) 828-5132.
- University of Victoria Bachelor of Commerce in Hotel & Restaurant Management
  - For further information about this program, please contact the Tourism Management Department at (250) 828-5132.

Program Outline

The Resort and Hotel Management program will include the following courses:

YEAR ONE		
Fall Semester		
Course	**Course Title**	**Cr**
ENGL 151 or ENGL 110	Business Composition Composition	3
COMP 191	Intro. to Computers & Business Info. Systems	3
MATH 110	Finite Math with Applications	3
TMGT 111	The Tourism Industry	3
TMGT 116	Organizational Leadership in Tourism	3
HMGT 121	Food and Beverage Preparation	3
HMGT 100	Resort & Hotel Work Practicum - Seminar	-

Winter Semester		
ENGL 161 or ENGL 162	Report Writing & Business Presentations (must be taken with ENGL 151) Business Writing and Public Speaking (must be taken with ENGL 110)	3
ACCT 100	Financial Accounting	3
TMGT 114	Human Resources Management	3
TMGT 115	Marketing & Customer Service	3
HMGT 111	Dining Room Operations	3
HMGT 212	Convention Management and Service	3
Summer Semester		
HMGT 100	Resort Hotel Work Practicum	1
	Total Credits Year 1	37

YEAR TWO		
Fall Semester		
Course	**Course Title**	**Cr**
ACCT 101	Management Accounting	3
TMGT 225	Hospitality Law	3
TMGT 125	Applied Sales & Marketing	3
HMGT 211	Resort Management	3
HMGT 221	Food & Beverage Management	3
HMGT 241	Rooms Division Management 1	3

Winter Semester		
ECON 122 or ECON 190 or ECON 195	Introduction to Basic Economics Principles of Microeconomics Principles of Macroeconomics	3
COMP 291	Computer Apps. In Business	3
MATH 120	Introduction to Statistics	3
TMGT 261	Environmental Issues in the Tourism Industry	3
HMGT 210	Food & Beverage Cost Control	3
HMGT 251	Rooms Division Management 2	3
TMGT 150	Field Trip Activity Fee 1 ($300.00)	-
HMGT 250	Field Trip Activity Fee 2 ($300.00)	-
	Total Credits Year 2	36
NOTES: Students wishing to pursue the Bachelor of Tourism Management Degree Program must obtain a grade of B- or better in both ACCT 100 and ACCT 101 and complete ECON 190 or 195. Before graduating, and in order to receive the Resort & Hotel Management Diploma, students must complete a minimum of 500 hours of relevant work experience in the tourism industry.		
	Total Program Credits	73

Course Descriptions

See **Course Description** section of this calendar for detailed course information.

Tourism Management Diploma

Program Introduction

The two year diploma is designed to give graduates a broad range of skills in the general field of Tourism Management. There is a growing need for graduates with tourism management training and graduates may find work in any of the eight sectors of the tourism industry.

Courses in this diploma provide instruction in tourism marketing human resource management, leadership, law, communications, statistics, computer applications, and organizational structure. By use of lecture, practica, fieldwork, case studies and practical applications, students will gain insight into management and operations in the tourism industry. Specialty electives in addition to core courses will allow graduates to tailor the contents of this diploma to meet their individual interests and career goals. This diploma has been developed in conjunction with the Bachelor of Tourism Management (BTM) Degree program offered at UCC and is intended to provide a seamless laddering into this degree.

Tourism Programs at the University College of the Cariboo have the strong support and commitment of the tourism industry. Courses have been developed with consultation and continued input from professionals working in tourism. Graduates of this diploma have found employment in a variety of tourism operations throughout the world. Employment opportunities for students are often activated by the work practica that have been built into the Tourism Management Diploma.

Program Development

This program has been developed with the consultation of the Ministry of Education, Skills and Training, other post-secondary institutions, members of the Tourism Advisory Committee, and business operators.

Admission Requirements

Please refer to the General Information section of this Calendar for the Statement of Admission policy at UCC and to the first page of the Tourism Management Program section for specific admissions requirements.

Graduation Credentials

Graduates who successfully complete the program will receive a Tourism Management Diploma from UCC.

Students must maintain a “C” or better in all required courses in order to receive a diploma.

Laddering (2 + 2)

Graduates of the Tourism Management Diploma program can ladder into the UCC Bachelor of Tourism Management Degree program (BTM).

The BTM program is a two-year degree based upon a two + two model. Admission into the BTM program occurs at the third year level. Once admitted, students will need to complete a minimum of 60 credits.

For further information about the BTM program, please refer to the “Degree Programs” section of this calendar.

Program Outline

The Tourism Management Diploma will include the following courses:

YEAR ONE		
Fall Semester		
Course	**Course Title**	**Cr**
ENGL 151 or ENGL 110	Business Composition Composition	3
COMP 191	Intro. to Computers & Business Info. Systems	3
MATH 110	Finite Math with Applications	3
TMGT 111	The Tourism Industry	3
TMGT 116	Organizational Leadership in Tourism	3
TMGT 101	Tour Guiding	3
TMGT 190	Tourism Management Work Practicum – Seminar	-
Winter Semester		
ENGL 161 or ENGL 162	Report Writing & Business Presentations (must be taken with ENGL 151) Business Writing and Public Speaking (must be taken with ENGL 110)	3
ACCT 100	Financial Accounting	3
TMGT 114	Human Resources Management	3
TMGT 115	Marketing & Customer Service	3
ADVG 101	The Adventure Tourism Industry	3
Specialty Elective One of: ADVG 211 HMGT 111 HMGT 121 HMGT 212 TMGT 103 CONV 226	 Adventure Tourism Activities Dining Room Operations Food & Beverage Preparations Convention Management & Service Group Tour Operations Managing Festivals & Events	3
Summer Semester		
TMGT 190	Tourism Management Work Practicum	1
	Total Credits Year 1	37

YEAR TWO		
Fall Semester		
Course	**Course Title**	**Cr**
ACCT 101	Management Accounting	3
TMGT 225	Hospitality Law	3
TMGT 125	Applied Sales & Marketing	3
HMGT 211	Resort Management	3
CONV 219	Association Operations	3
Specialty Elective One of: ADVG 212 HMGT 221 HMGT 241	 Planning Adventure Activities Food & Beverage Management Rooms Division Management I	3
Winter Semester		
ECON 122 or ECON 190 or ECON 195	Introduction to Basic Economics Principles of Microeconomics Principles of Macroeconomics	3
COMP 291	Computer Applications In Business	3
MATH 120	Introduction to Statistics	3
TMGT 261	Environmental Issues in the Tourism Industry	3
BUAD 259	Entrepreneurship	3
Specialty Elective One of: ADVG 213 CONV 228 HMGT 210 TMGT 103	 Managing Adventure Tourism Operations Trade Show Operations Food & Beverage Cost Control Group Tour Operations	3
TMGT 150	Field Trip Activity Fee 1 ($300.00)	-
TMGT 250	Field Trip Activity Fee 2 ($300.00)	-
	Total Credits Year 2	36
NOTES: Students wishing to pursue the Bachelor of Tourism Management Degree Program must obtain a grade of B- or better in both ACCT 100 and ACCT 101 and complete ECON 190 or 195. Before graduating, and in order to receive Tourism Management Diploma, students must complete a minimum of 500 hours of relevant work experience in the tourism industry.		
Total Program Credits		73

Accommodation Management Certificate

This certificate program teaches both theory and practical skills for the successful operation of a hotel front office. The program's courses—from front office and housekeeping procedures to computer systems, security, and marketing—provide the training necessary to work efficiently in the front office of a resort or hotel. The School of Tourism works cooperatively with resorts and hotels in the region to secure work study opportunities allowing students to practice the skills learned in the classroom.

Program Introduction

Resorts and Hotels are playing a major role in the expansion of the Tourism Industry in Canada. The purpose of this program is to train individuals to become more knowledgeable and contribute a higher degree of professionalism to the industry.

This program is designed to attract:

1. Individuals seeking employment and career opportunities within the accommodation sector.
2. People seeking promotion within this area.
3. Individuals already working within this field who are able to access this program on a part-time basis.

Admission Requirements

Please refer to the General Information section of this Calendar for the Statement of Admission policy at UCC, and to the first page of the Tourism Management Programs section for specific admissions requirements.

Program Development

This program has been developed with the consultation of the Ministry of Skills, Training and Labour, other Colleges and Institutes, the American Hotel and Motel Association, members of a local Advisory Committee and business operators.

Graduation Credentials

Graduates who successfully complete the program will receive an Accommodation Management Certificate from UCC.

Students must attain a "C" or better in all required courses in order to receive a certificate.

Program Outline

The Accommodation Management Certificate will include the following courses:

YEAR ONE		
Fall Semester		
Course	**Course Title**	**Cr**
COMP 191	Intro. to Computers & Business Info. Systems	3
HMGT 100	Resort & Hotel Work Practicum – Seminar	-
TMGT 111	The Tourism Industry	3
TMGT 116	Organizational Leadership in Tourism	3

Winter Semester		
ACCT 100	Financial Accounting	3
TMGT 114	Human Resources Management	3
TMGT 115	Marketing & Customer Service	3
Summer Semester		
HMGT 100	Resort & Hotel Work Practicum	1
Total Credits Year 1		19

YEAR TWO		
Fall Semester		
Course	**Course Title**	**Cr**
TMGT 125	Applied Sales & Marketing	3
HMGT 241	Rooms Division Management 1	3

Winter Semester		
COMP 291	Computer Applications in Business	3
HMGT 251	Rooms Division Management 2	3
Total Credits Year 2		12
Total Program Credits		31

Course Descriptions

Please refer to the **Course Description** section of this calendar for detailed course information.

Some or all of these courses are a part of the Tourism Management Diploma, the Resort and Hotel Management Diploma, the Events and Convention Management Diploma or the Adventure Guide Diploma. Students who have successfully completed the Accommodation Management Certificate program will receive credits in these diploma programs.

Students will still **be required to meet the Admission requirements of any further programs they wish to pursue.**

Food and Beverage Management Certificate

This certificate program is designed for people who have some experience in the hospitality industry and are seeking to upgrade their skills to reach a supervisory or management position. It is also ideal for current supervisors/managers wanting to manage their operation more effectively. Graduates of a professional cook training program are also eligible. The program's courses are in the areas of food production, food and beverage management principles, service, and cost control. They provide skills and knowledge essential to ensuring professionally trained staff and keeping a competitive edge.

Program Introduction

Food and Beverage operations are a major part of the Hospitality Industry, which in turn is one of the largest sectors in Tourism. This sector will require far more trained personnel over the foreseeable future to work in and run, not only the various styles of operations that presently exist, but also the new operations that are currently being planned for this province.

Added to the increasing numbers of new people into this tourist region are the large numbers of people who live and work in this community who have equal, but regular demands of comfort, service and quality to make their stay more enjoyable.

These patterns, along with changing food trends are creating daily challenges for operators of food and beverage outlets. It is therefore essential for establishments that not only wish to survive, but wish to stay competitive to have more professionally trained staff.

Admission Requirements

Please refer to the General Information section of this Calendar for the Statement of Admission policy at UCC, and to the first page of the Tourism Management Programs section for specific admission's requirements.

Program Development

This program has been developed with the consultation of the Ministry of Skills, Training and Labour, other Colleges and Institutes, the American Hotel and Motel Association, members of a local Advisory Committee and business operators.

Graduation Credentials

Graduates who successfully complete the program will receive a Food and Beverage Management Certificate from UCC.

Students must attain a "C" or better in all required courses in order to receive a certificate.

Program Outline

The Food and Beverage Management Certificate will include the following courses:

YEAR ONE		
Fall Semester		
Course	**Course Title**	**Cr**

COMP 191	Intro. to Computers & Business Info. Systems	3
HMGT 111	Dining Room Operations	3
TMGT 111	The Tourism Industry	3
TMGT 116	Organizational Leadership in Tourism	3
Winter Semester		
ACCT 100	Financial Accounting	3
HMGT 121	Food & Beverage Preparation	3
TMGT 114	Human Resources Management	3
TMGT 115	Marketing & Customer Service	3
	Total Credits Year 1	24
YEAR TWO		
Fall Semester		
Course	**Course Title**	**Cr**
TMGT 125	Applied Sales & Marketing	3
HMGT 221	Food & Beverage Management	3
Winter Semester		
HMGT 210	Food & Beverage Cost Control	3
	Total Credits Year 2	9
	Total Program Credits	33

Course Descriptions

Please refer to the **Course Description** section of this calendar for detailed course information.

Some or all of these courses are a part of the Tourism Management Diploma, the Resort and Hotel Management Diploma, the Events and Convention Management Diploma or the Adventure Guide Diploma. Students who have successfully completed the Food and Beverage Management Certificate will receive credits in these diploma programs.

Students will still **be required to meet the Admission requirements of any further programs they wish to enter**.

Tour Coordinator Certificate

This one-year certificate program teaches both the theory and practical skills necessary for employment within a tour operation. The program includes both Tour Guiding principles and Tour Operation principles. It builds upon the strengths of the Tourism Supervisory Development program with topics that include: the development of itineraries, researching information for trips, computer reservation system, working with hotels and restaurants, travel geography, keeping accurate records and reviewing new areas of tour guiding.

Program Introduction

Western Canada is enjoying increasing numbers of international visitors each year. As this market grows there will be a greater need for well-trained tour guides and tour coordinators, in the inbound and outbound tour industry, to serve these visitors. Further, the tour industry will evolve to include not only coach travel, but also the needs of special interest groups such as heritage tours, native cultural tours, educational tours, wine tours, train tours, and others.

This program is designed to attract:

1. Individuals seeking employment and careers within the tour guiding and tour coordinator field
2. Those seeking employment with inbound and outbound group tour operators
3. People seeking promotion within this area

Admission Requirements

Please refer to the General Information section of this Calendar for the Statement of Admission policy at UCC, and to the first page of the Tourism Management Programs section for specific admission's requirements.

Program Development

This program has been developed with the consultation of the Ministry of Skills, Training and Labour, the National Tourism Standards Council and business operators.

Graduation Credentials

Graduates who successfully complete the program will receive a Tour Coordinator Certificate from UCC.

Students must attain a "C" or better in all required courses in order to receive a certificate.

Program Outline

The Tour Coordinator Certificate will include the following courses:

YEAR ONE		
Fall Semester		
Course	**Course Title**	**Cr**
COMP 191	Intro. to Computers & Business Info. Systems	3
TMGT 101	Tour Guiding	3
TMGT 105	Tourism Destinations	3
TMGT 111	The Tourism Industry	3
TMGT 116	Organizational Leadership in Tourism	3
Winter Semester		
ACCT 100	Financial Accounting	3
TMGT 102	Cultural, Heritage & Nature Interpretation	3
TMGT 103	Group Tour Operations I	3
TMGT 114	Human Resource Management	3
TMGT 115	Marketing & Customer Service	3
TMGT 104	Group Tour Operations II	2
TMGT 100	Field Trip Activity Fee – Tour Coordinator (taken with TMGT 104) ($300.00)	-
TMGT 150	Field Trip Activity Fee – 1 ($300.00)	-
	Total Program Credits	32

Course Descriptions

Please refer to the **Course Description** section of this calendar for detailed course information.

Some of these courses are part of the Tourism Management Diploma, the Resort and Hotel Management Diploma, the Events and Convention Management Diploma or the Adventure Guide Diploma. Students who have successfully completed the Tourism Tour Coordinator Certificate will receive credits in these diploma programs.

Students will **still be required to meet the Admission requirements of any further programs they wish to enter**.

Tourism Supervisory Development Certificate

The Tourism Supervisory Development Certificate is the first step in tourism education. It is designed for the practical training of supervisory and potential supervisory personnel in the tourism industry. The program includes seven courses, providing the management skills required by front-line supervisors in all sectors of the tourism industry.

Program Introduction

Each year millions of travellers enter British Columbia - some on business trips, others in search of pleasure and relaxation, but all requiring comfort and service to make their stay enjoyable. To maintain our domestic and international competitive edge, we need a well-trained and professional work force.

The Tourism Supervisory Development Certificate is recognized provincially. It has been developed in cooperation with other colleges and institutes, tourism operators and Advisory Committee members.

Progressive, innovative instructors, experienced in the tourism industry, make this program appealing to people working in tourism related businesses, or for anyone seeking career opportunities in the Tourism field.

Employment Opportunities

The tourism industry is growing and promises exciting employment opportunities for qualified individuals.
Tourism programs at The University College of the Cariboo have the strong support and commitment of industry.

Graduates have found employment locally, provincially, nationally and internationally.

Admission Requirements

Please refer to the General Information section of this Calendar for the Statement of Admission policy at UCC, and to the first page of the Tourism Management Programs Section for specific admissions requirements.

Program Development

This program has been developed with the consultation of the Ministry of Skills, Training and Labour, other Colleges, Universities and Institutes, members of the Tourism Advisory Committee and business operators.

Graduation Credentials

Graduates who successfully complete the program will receive a Tourism Supervisory Development Certificate from UCC.

Tourism Supervisory Development students must attain a "C" or better in all required courses in order to receive a certificate.

Program Outline

The Tourism Supervisory Development Certificate will include the following courses:

Fall Semester		
Course	**Course Title**	**Cr**
COMP 191	Intro. to Computers & Business Info. Systems	3
TMGT 105	Travel Destinations	3
TMGT 111	The Tourism Industry	3
TMGT 116	Organizational Leadership in Tourism	3
Winter Semester		
ACCT 100	Financial Accounting	3
TMGT 114	Human Resources Management	3
TMGT 115	Marketing & Customer Service	3
	Total Program Credits	21

Course Descriptions

Please refer to the **Course Description** section of this calendar for detailed course information.

Some or all of these courses are a part of the Tourism Management Diploma, the Resort and Hotel Management Diploma, the Events and Convention Management Diploma or the Adventure Guide Diploma. Students who have successfully completed the Tourism Supervisory Development Certificate will receive credits in these diploma programs.

Students will still **be required to meet the Admission requirements of any further programs they wish to enter**.

Professional Cook Training

Chairperson, Food Training Department

MARK PERRY, Trade Cert., I.D., Professional Cook Training

For information regarding Food Training Programs, please call Mark Perry at (250) 828-5357.

Program Description

This program is designed to fill the growing need for professionally trained cooks and chefs. Quality employment is available across a wide range of possibilities, from internationally recognized restaurants, hotels and clubs, through cruise ships, resorts, family restaurants, and institutions.

The complete program is 13 months long and is designed to cover all the sections of a professional kitchen from the preparation of hors d'oeuvres to the creation of an exquisite desserts. The student will be trained in large quantity cooking in our college restaurant, as well as international quality food preparation in our highly popular dining room.

Individuals seeking employment in a professional kitchen must have creative and artistic abilities to meet the requirements of an ever increasing demanding public. They must be alert and quick thinking and be able to work under pressure in order to effectively prepare a variety of interesting foods for people who are looking for a greater variety of menu items.

Admission Requirements

1. B.C. Grade 10 or equivalent, Grade 12 is preferred
2. Food Safe, Level I
3. Successful medical
4. Satisfactory achievement on the Entry Assessment Tests
5. Instructor interview

Course Content

- The course is 13 months
- The program is organized into three levels:
- Professional Cook Training Level I, II and III.

Level I	Course Title – Cook I

The first four months, students rotate through seven different Stations in the kitchen lab, writing an exam for each station.	
1_J_SAFETY	Safety, Sanitation and Equipment
1_H_KITCHENMGT	Food Service and Kitchen Management
1_K_HEALTH	Health Care/Cook-Chill
1_A_VEGETABLE	Vegetable and Starch Cookery
1_B_MEAT&POULT	Meat and Poultry Cookery
1_C_SEAFOOD	Seafood Cookery
1_D_SOUPS	Stocks, Soups and Sauces
1_E_MEATCUTTING	Meat, Poultry and Seafood Cutting
1_F_COLDKITCHEN	Cold Kitchen
1_G_BAKING	Baking and Dessert
1_I_BREAKFAST	Egg and Breakfast Cooking

Level II	Course Title – Cook II
Continues to the next level rotating through the stations as in Level One.	
2_J_SAFETY	Safety, Sanitation and Equipment
2_H_KITCHENMGT	Food Service and Kitchen Management
2_K_HEALTH	Health Care/Cook-Chill
2_L_HUMANRES	Human Resource Development
2_A_VEGETABLE	Vegetable and Starch Cookery
2_B_MEAT&POULT	Meat and Poultry Cookery
2_C_SEAFOOD	Seafood Cookery
2_D_SOUPS	Stocks, Soups and Sauces
2_E_MEATCUTTING	Meat, Poultry and Seafood Cutting
2_F_COLDKITCHEN	Cold Kitchen
2_G_BAKING	Baking and Dessert
COOK_2_M	Employment Skills
COOK_3_M	Practical Menu Cooking

Level III	Course Title – Cook III
Final four months of the program, students will attend classes 2:30 to 10:00 PM.	
3_H_KITCHENMGT	Basic Food Service and Kitchen Management
3_K_HEALTH	Health Care/Cook-Chill
3_L_HUMANRES	Human Resource Development
3_A_VEGETABLE	Vegetable and Starch Cookery
3_B_MEAT&POULT	Meat and Poultry Cookery
3_C_SEAFOOD	Seafood Cookery
3_D_SOUPS	Stocks, Soups and Sauces
3_E_MEATCUTTING	Meat, Poultry and Seafood Cutting
3_F_COLDKITCHEN	Cold Kitchen
3_G_BAKING	Baking and Dessert

Career Advancement

Journeyman Cook

This course will be credited towards the 3 year Professional Cook Apprenticeship. Students taking the Professional Cook Training program should consider continuing their career training and pursue a cook apprenticeship to become a Journeyman Cook.

Certified Chef de Cuisine

Journeyman cooks are eligible to become members of the Canadian Federation of Chefs and Cooks (CFCC). The C.F.C.C. now offers a study program to become a Certified Chef de Cuisine. To enrol in that program you must be a Journeyman Cook and a member of the C.F.C.C.

Employment Skills and the Practicum Component of the Professional Cook Training Program

This is a required course designed to take the student from the production kitchens at UCC to production kitchens found in the Restaurant and Foodservices Industry. The intent is to create a transition from a learning environment to the work environment and eventual employment with the tourism industry's largest employer.

Students will be required to write a resume and with the assistance of their instructors, find and secure a summer work Practicum for a minimum of 160 hours. Students will be evaluated by their instructor and work supervisor during and at the completion of their work experience.

While this Practicum component of the program will usually take place in the summer, students may be permitted to take this course at other times of the year after discussion and approval of their instructor.

Costs

- See the Fees section of the calendar for the statement of tuition fees.
- Textbook and Learning guides approx. $250.00
- A deposit is required for uniform use and will be returned to the student at the completion of the program when the uniforms are returned
- $16.50 per month lab/studio fee. (Cook training only)
- Tools recommended $360

Program Development

This program has been developed with the consultation of the Ministry of Skills, Training and Labour, other colleges and Institutes in British Columbia and across Canada, members of our Professional Cook Training Advisory Committee and Business Operators not only in B.C., but also throughout Western Canada.

Graduation Credentials

Graduates who successfully complete the program will receive a Professional Cook Training Certificate from UCC.

This program is recognized by the Pacific Rim Institute of Tourism and counts toward credits for the Association of Tourism Professionals Designation. (ATP)

Professional Cook Upgrading

Program Description

The Professional Cook Upgrading Program is a modularized program which can be taken both on a full-time or part-time basis. This course is designed for people with experience in the food industry. It provides training in a variety of cooking areas (modules) lasting for a four-week period.

If you wish to upgrade your cooking skills we can customize a training program which is both flexible in time and skills to meet your needs so that you can continue to work while attending UCC. You may select one or more courses to suit your special needs.

CKUP 250	CORE - A la carte cooking and dining room
CKUP 251	ENTREE - Meat, poultry, seafood and sauce cooking
CKUP 252	VEGETABLE - Vegetables and starch cooking
CKUP 253	MEAT CUTTING - Beef, veal, pork, lamb, poultry cutting
CKUP 254	STOCKS/SOUPS - Preparation of stocks and soups
CKUP 255	BAKERY - Yeast goods, quick breads, cookies
CKUP 256	PASTRY - Pies, pastries, cakes, desserts

Meat cutting, bakery and pastry course hours are from 8 a.m. to 3 p.m., Monday to Friday.

Core (a la carte cooking) hours are from 2:30 p.m. to 10:00 p.m., Tuesday through Friday.

Entree, vegetable, stocks and soups courses can be taken either in the morning or afternoon shifts.

Journeyman Cook Trade Qualification Examination

The Professional Cook Upgrading program will also provide experienced cooks with the background knowledge needed to write the Journeyman Cook Trade Qualification examination. However, before applying to write the T.Q. examination with the Ministry of Skills, Training and Labour, you must have at least 4 years (8000 hours) documented work experience in a professional kitchen with a varied menu.

Starting Dates

First Monday of each month, 8 months of the year (September through April).

Admission Requirements

Successful medical

- Demonstrate at least 2 years of work experience as a cook or demonstrate at least 500 hours of related work experience plus relevant training from an accredited educational institution.

Costs

See the general information section of the calendar for the statement of full and part-time fees. The recommended text book costs are approximately $100.

Students who are in need of financial assistance are eligible to apply for a loan under the Canada Student Loan plan. Information is contained in the Loans section of this calendar.

Retail Meat Processing

Instructor/Coordinator

KEN JAKES, Trade Cert (N.Z.) T.Q. (Meatcutting)(B.C.) I.D.(B.C.)

Instructor/Lab Demo

JASON COCHRAN, T.Q. (Meatcutting)(B.C.), BC Instructor Diploma

Program Description

The main goal of this nine month full time program is to provide the knowledge and skills required to enter employment as a meat cutter in custom cutting, curing and sausage operations, smaller retail outlets or minimarkets, and in supermarkets, megamarkets or major processing plants. This program is also for those individuals wishing to begin planning to eventually open their own small meat business. To achieve this goal, the program places special emphasis on productivity training and on the business factors of the meat cutting industry. As part of the students' preparation for the industry, specialized training is provided in the accuracy of cutting, knife handling, portion control, merchandising and the utilization of all products. Safety, sanitation, punctuality, attendance and personal appearance are stressed throughout the program.

To ensure that the program meets provincial and local industry needs and standards, it is supported by an Advisory Committee with broad representation from the meat cutting industry.

Admission Requirements

a) Educational Requirements

1) B.C. Grade 10 or equivalent, however, Grade 12 is strongly recommended
   Successful completion of College pre-test or successful completion of the Retail Meat Processing upgrading course (MEAT 091) (July each year)

b) General Requirements

1) Successful College medical (form obtained from Admission Office)
2) Instructor interview
3) Student Recommendation Form completed
4) Program orientation
5) Strong, positive attitude
6) Good manual dexterity
7) Strong physical build

Costs

- Textbooks, tools, and supplies $450.00
- Uniforms are supplied and laundered during training ($75.00 laundry deposit).
- A $16.50 per month lab/studio fee.
- Tuition Fees: See Fees section of the Calendar for the statement of tuition fees.

Orientation Session

Students are required to attend an orientation session for any courses offered by the Tourism Department. The purpose of these sessions is to provide valuable information about courses, programs, entrance requirements, admission procedures and allow prospective students to have pertinent questions answered. Retail Meat Processing orientations take place in May and June. Detailed instructions regarding this will be outlined at the session. Please call the Retail Meat Program at (250) 828-5351 or instructors office at (250) 371-5991 or (250) 828-5360.

Program Outline

The Retail Meat Processing Program will include the following courses:

MEAT 101	Safety and Sanitation
MEAT 102	Beef and Veal Processing
MEAT 103	Pork, Lamb and Poultry Processing
MEAT 104	Seafood Merchandising
MEAT 105	Beef and Pork Merchandising
MEAT 106	Cooking and Carving
MEAT 107	Employment Skills
MEAT 108	Processed Meat
MEAT 109	Business Calculations and Procedures

Note: While the basic components of the program are standard, the program is designed to keep pace with industry demands, and is subject to change without notice.

Theory sessions are supplemented with guest speakers, including:

- Canadian Food Inspection Agency Inspectors
- Animal Health Veterinarians
- BC Livestock Representatives
- Brand Inspectors
- Supermarket Meat Managers
- In addition, special lectures by UCC staff will include:
- Resume Writing
- Cooking

About half way through the program there will be seminars on Public Relations, Customer Contact and Advertising. Visits to some local meat cutting operations will take place early in the program to help familiarize the student with the industry. Other field trips may include visits to beef fabrication operations and/or chicken processing plants.

Note: Students will be advised of special guests, lectures and field trips in advance wherever possible. All of these are subject to change depending on availability.

All practical courses consist of instructor demonstrations followed by the student applications. Except for the recognition of animal bone structure and of primal and secondary cuts, practical subjects are followed by supporting theory sessions that may then by combined with practical demonstrations.

Productivity

The program places great emphasis on preparing students to meet the high standards and productivity level demanded by the industry. Students in every phase of the program are given varied work assignments and increased cutting responsibilities that match their growth in skill.

Practical Work Experience

During the program, students will be required to undertake two three-week work practicums to gain industry experience. The instructor helps arrange this in collaboration with businesses throughout British Columbia. About half of the students are assigned work experience somewhere in Kamloops or other areas of British Columbia while the other students continue with cutting activities, sausage manufacturing and with theory portions of the program in preparation for their own field work.

Students from outside of the immediate Kamloops area are encouraged to do their work experience in their home communities.

Program Development

This program has been developed with the consultation of the Ministry of Skills, Training and Labour, other Colleges and Institutes in British Columbia and Across Canada, members of our Professional Retail Meat Processing Advisory Committee and Business Operators not only in British Columbia, but also throughout Canada.

Graduation Credentials

Graduates who successfully complete the program will receive a Retail Meat Processing Certificate from UCC.

TRADES AND TECHNOLOGY PROGRAMS

Dean, Trades & Technology

RALPH R. FINCH, T.Q. (Steamfitting & Pipe Fitting), Voc. I.D. (Brit. Col.), Cert. "A" Weld. (B.C.), Level I Weld. Inspector, I.P. (B.C.)

Program Development Administrator

HOWARD MAYER, T.Q. (Millwright), T.Q. (Weld. 1st Class) (Alta.), M.Ed. (S.F.U.)

UCC offers the following Trades and Technology programs:

Apprenticeship Programs

- Carpentry
- Commercial Transport Vehicle Mechanics
- Electrical
- Heavy Duty Mechanics
- Plumbing
- Welding

Pre-Employment Programs

- Automotive Mechanic
- Commercial Transport Vehicle Mechanic
- Electrical
- Electronics
- Core Electronics
- Computer Automated Systems Technician
- Computer Systems Technician
- Telecommunications Technician
- Heavy Duty/Automotive Mechanic at Williams Lake
- Heavy Duty Mechanic
- Marine Inboard/Outboard and Outdoor Power Equipment Technician
- Partsperson
- Plumbing Trade Entry
- Residential Construction/Carpentry
- Welder/Fitter
- Welding - C, B, and A Levels
- Wood Process Technology

UCC also offers many short vocational courses throughout the year. Short courses are advertised and administered through the Continuing Education Department of UCC.

Apprenticeship training programs are offered for Carpenters, Electricians, Heavy Duty Mechanics, Commercial Transport Vehicle Mechanics, Welders, and Plumbers. These are short courses of technical training for indentured apprentices. Apprentices are assigned to these training programs by the Apprenticeship Branch of the Ministry of Education, Skills, and Training.

Training Schedule

The Williams Lake pre-employment automotive and heavy duty mechanic and Kamloops parts-person programs are offered on a continuous intake/exit, individualized, competency-based learning format. Intakes occur on the first Monday of each month or when spaces are available.

All other programs have fixed entry and exit points. The Computer Automated Systems Technician, Computer Systems Technician, and Telecommunications Technician are Cooperative Education programs, alternating school terms with paid work terms.

Interested persons should apply to the "Admissions

Department, Office of the Registrar," then complete the required CAT 19 test to place their names a waiting list for the program of their choice.

Training Time

Training time varies with the individualized format; completion times range from 6 to 11 months, depending on the program. Classes run from: 8:00 a.m. to 3:30 p.m., Monday through Friday.

Grading Systems

The following grading system applies to:

- Automotive Service Technician
- Welding levels C, B, A
- Welder/Fitter
- Commercial Transport Vehicle Mechanic
- Marine Inboard/Outboard and Outdoor Power Equipment Technician
- Residential Construction/Carpentry
- Electronics
- Core Electronics
- Computer Automated Systems Technician
- Telecommunications Technician
- Computer Maintenance Technician
- Apprenticeship Programs
- Electrical Trade Entry

Letter Grade	Percentage Definition	Equivalent
A+		98-100
A	Excellent Performance	94-97
A-		90-93
B+	Above Average, Very Good	86-89
B		82-85
B-	Good Performance	78-81
C+	Satisfactory Performance	74-77
C	Minimum Pass	70-73
F	Failure	0-69

The continuous intake exit for Partsperson and Automotive/Heavy Duty Mechanic in Williams Lake use the following system:

Letter Grade	Percentage Definition	Equivalent
A	Excellent Performance	94-100
B	Good Performance	87-93
C	Satisfactory Performance	80-86
F	Failure	Below 80
ADV	Advanced Credit Granted	
CC	Course Challenge Credit Granted	
W	Withdrawal From Course	

UCC Trades and Technology Division is a designated testing centre for:

- Welder Tests - Safety Engineering Service, Boiler and Pressure Vessels Branch.
- Commercial Vehicle Inspection Program.
- Air Brake Certificate.
- Alternate Fuel Systems Installation Certificate - LPG and CNG.
- CFC Emissions Certification.

Carpentry—Trade Entry Program

Chairperson

PETER POESCHEK, I.P. (BC), Dipl. Comp. Maint., I.D. (Brit. Col.)

Residential Construction

This 9 month course is an introduction to the carpentry trade. Students gain familiarity with the use of handtools, portable power tools and other equipment regularly used by carpenters. Students also have ample opportunities to work with the materials used by carpenters including lumber, panel products, concrete, roofing materials, fasteners, and a wide variety of hardware. Theory and practice is offered to allow students to build numerous projects including stairs, forms for concrete, framed floors, walls, and roofs. Students spend approximately 70% of their time building various projects of which the major project is a house built in the community.

Graduates will receive credit for first year apprenticeship technical training.

Instructor

HANK BANGMA
E-mail: hbangma@cariboo.bc.ca
Phone : (250) 371-5663
Fax: (250) 371-5967

Commencement Date

August 6, 2002

Admission Requirements

Education Requirements

Grade 12 preferred, grade 10 minimum

General Requirements

- Canadian Citizenship, or landed immigrant status
- Satisfactory achievement on the Entry Assessment tests
- Personal interview with instructor
- Students must supply own safety glasses and boots

Documentation Required

The following documentation is necessary to verify admission requirements:

- Proof of Citizenship or Landed Immigrant Status required if applicant not born in Canada.
- Proof of successful reading and math pre-test results.
- Verification of personal interview with the instructor

Application Procedure

Admissions encourages you to submit an “Application for Admission” form and related documentation as soon as you complete each of the requirements. However, the minimum documentation which will be accepted is as follows:

- The $15.00 Application Processing Fee Receipt if you have never attended UCC before.
- A completed Application for Admission Form.
- A copy of your official interim or final grades.

Entry Assessment Test Schedule

To arrange for the Entry Assessment Test contact the UCC Assessment Centre at (250) 828-5470.

Arrangements can be made for out-of-town applicants to write the Entry Assessment Test at an authorized testing centre in their community. For further information call (250) 828-5470.

Apprenticeship Carpentry

At UCC we offer training in years 1, 2, 3 and 4 of apprenticeship Carpentry. Contact the Industry Training and Apprenticeship Commission for admission details:

441D Columbia Street
Kamloops, BC
(250) 371-3920

Electrical

Chairperson
PETER POESCHEK, I.P. (BC), Dipl. Comp. Maint., I.D. (Brit. Col.)

Electrical Trade Entry

Program Description
This course is designed to prepare people for employment in the electrical or related trades. Electricians are skilled in installing, maintaining and repairing electrical apparatus in residential, commercial and industrial environments.

Course Content
This nine month course covers care and use of hand tools and electrical instruments; installation and maintenance of electrical equipment; electrical theory and calculations; and the Canadian Electrical Code. Students engage in extensive practical exercises to develop their job readiness skills.

Instructor
Peter Basson
E-mail: basson@cariboo.bc.ca
Phone : (250) 828-5115
Fax: (250) 371-5967

Commencement Date
August 26, 2002

Admission Requirements

Educational Requirements
1. Grade 12 graduation with a good Math and Science background
2. Satisfactory achievement on the Entry Assessment tests

General Requirements
1. Interview with instructor
2. Students are required to supply their own approved safety glasses and boots.

Costs
See the Fees section of the calendar for the statement of tuition fees.
- Texts and supplies approximately $300.
- $16.50/month lab/studio fee

Electrical Apprenticeship

Program Description
This program is offered to indentured apprentices. Electrical apprentices attend technical training ten weeks per year over a four year period.

Electricians are skilled in installing, maintaining and repairing: electrical distribution systems, fire alarms, motor control components, motors, generator, programmable logic controllers (PLC), distributed control systems, DC and AC power systems, and DC and variable speed drives. These skills are used in the industrial, commercial and residential environments. The journeyman electrician works in a challenging and rewarding trade where technology is constantly changing and competition is high.

Costs
Students must buy the basic textbooks. Under the Apprenticeship Plan tuition is free and a subsistence allowance is paid to students while they attend school. In addition, a transportation allowance on the basis of one return trip, is available for out-of-town students.

Admission Requirements
The applicant for apprenticeship must be of school leaving age, in good health and should possess a minimum Grade 12 or equivalent education. Mathematics, Chemistry and Physics at the Grade 12 level are desirable. Mechanical aptitude with an analytical approach to solving problems is essential in this trade. Apply to:

Industry and Apprenticeship Commission
441D Columbia Street
Kamloops, BC V2C 2T3
Phone: (250) 371-3920

Electronics

Chairperson
DON GRAHAM, Dipl. Television and Radio Communications (DeVry Tech)., I.D. (Brit Col), T.Q. (Radio, TV, Electronics) (B.C.)

The Electronics department offers the following two year diploma programs:

- Computer Automated Systems Technician, CAST
- Computer Systems Technician, CTEC
- Telecommunications Technician, TCOM

Students complete Core Electronics in the first year as a prerequisite for the second year of study in one of these three specialty option programs. Students who successfully complete the Core Electronics program can apply to receive a UCC certificate which recognizes their achievement in Core Electronics.

Introduction
UCC Electronics programs prepare individuals for employment with companies engaged in maintenance,

installation, repair, manufacturing, and sales of systems and equipment applied in telecommunications, cable TV, satellite communications, computer and microcomputers, computer peripherals and networks, computerized industrial automation, industrial robots, and process control. The programs place major emphasis on the practical aspects of electronics including logical troubleshooting.

Admission Requirements

a) Mandatory Requirements

1) B.C. Grade 12 or equivalent
2) B.C. Principles of Math 11, or MATH 051, or equivalent
2) B.C. Physics 11, or PHYS 050, or equivalent
3) Satisfactory achievement on the Entry Assessment tests
5) Applicants may present appropriate related experience for consideration in lieu of regular admission requirements.
6) Applicants will be interviewed by a department faculty member.

b) Advisable Requirements

The following are recommended but not mandatory:

1) B.C. Principles of Math 12, or MATH 060/061 or equivalent.
2) B.C. Physics 12, or PHYS 060, or equivalent, or Electronics 12.
3) B.C. Chemistry 11, or CHEM 050, or equivalent.

Application

Students wishing to enroll in an Electronics program should apply early as enrolment is limited. Application forms are available from the Admissions Office at UCC.

Challenge

Individuals who have previous electronics education or work experience may request admission to a program after the regular start date if they produce adequate documentation and successfully complete theory and lab examinations.

Transferability

Individuals who have successfully completed the internationally articulated Core Electronics program at a participating institution will be allowed to transfer, space permitting, into one of the three specialty option programs.

Co-operative Education

Cooperative Education is the integration of formal studies with practical work experience. Students have specific periods of paid employment (Work Terms) alternating with specific periods of study (Academic Semesters). Students entering a UCC Electronics program will have the option to participate in two four-month Co-op Work Terms. A minimum average standing of B- is required to remain in the Co-op program. For additional information, brochures and work term eligibility criteria, consult the Cooperative Education section of this calendar.

CAST* and CTEC Program Timing

	Sept – Dec	Jan - Apr	May - Aug
Year 1 (CORE)	Academic Semester 1	Academic Semester 2	Co-op Work Term 1*
Year 2 (Specialty)	Academic Semester 3	Co-op Work Term 2*	Academic Semester 4

** Work terms are completed only by students participating in Co-op.

TCOM Program Timing

	Jan - Apr	May - Aug	Sept - Dec
Year 1 (CORE)	Academic Semester 1	Academic Semester 2	Co-op Work Term 1*
Year 2 (Specialty)	Academic Semester 3	Co-op Work Term 2*	Academic Semester 4

* Work terms are completed only by students participating in Co-op.

Fees

See the General Information section of the calendar for tuition fee information.

- Texts and supplies - approximately $800 per year.
- Hand tools - supplied by the student (approximately $350).
- Lists of texts, supplies and hand tools are available at the Electronics Department at 828-5118.

Students who are in need of financial assistance for this program are eligible to apply under the British Columbia Student Assistance Plan. Information is available at the Awards office.

Core Electronics (CAST, CTEC, and TCOM Year 1)

Core Electronics is a prerequisite to the CAST, CTEC, and TCOM specialties and constitutes the first two semesters for each of these programs. Students must commit to a specialty prior to entering the program and are eligible for admission to that specialty on successful completion of Core Electronics.

Core Electronics is internationally articulated allowing transfers between UCC and other participating provincial, national, or international Electronics programs. On completion of UCC Core Electronics, students may transfer to a specialty program in another institution. Space permitting, graduates of Core Electronics from other institutions may enroll directly into one of the three UCC Electronics specialty programs CAST, CTEC, or TCOM.

The Core Electronics program consists of courses delivering theory and labs covering technical communications, basic electricity, DC circuits, AC circuits, semi-conductor devices, semi-conductor circuits, linear circuits, digital electronics, 8-bit microprocessors, and an introduction to PC's.

Core Electronics lab work emphasizes a hands-on approach and logical troubleshooting with a wide variety of test equipment.

Commencement Dates

See commencement dates under CAST, CTEC, and TCOM program timing above.

Core Electronics Outline

Semester 1

Acronym	Pre- Req(s)	Name	Hours	Credits
ELEC 110	Acceptance to Electronics Program	Basic Electricity and DC Circuits	120	4
ELEC 113	Acceptance to Electronics Program	Introduction to Computing	30	1
ENGL 149	Acceptance to Electronics Program	Technical Communications	20	2
ELEC 111	ELEC 110	AC Circuits	120	4
ELEC 112	ELEC 111	Basic Semiconductor Circuits	120	4

Semester 2

Acronym	Pre- Req(s)	Name	Hours	Credits
ELEC 120	ELEC 112	Discrete Analog Circuits	60	2
ELEC 121	ELEC 120	Linear Circuits	90	3
ELEC 122	ELEC 121	Digital Logic	60	2
ELEC 123	ELEC 122	Digital Circuits	90	3
ELEC 124	ELEC 123	Microprocessor Circuits	60	2
ELEC 125	ELEC 123	Programming Microprocessors	90	3

Co-op Work Term I (Only for students participating in the Co-op option)

Computer Automated Systems Technician - CAST (Year 2)

The CAST program consists of courses delivering theory and labs designed to prepare the student to perform the installation, commissioning, and maintenance of computer controlled industrial systems. This will include microcomputers, programmable logic controllers, data acquisition, robots, machine vision systems, pneumatic and hydraulic systems, and transfer systems.

The student will also gain a working knowledge of Industrial Automation, BASIC and C programming languages, PLC programming, robot programming, machine vision programming and various application software packages. Practical aspects of troubleshooting and the use of advanced test equipment are stressed during lab exercises. All of the equipment used in the program is industrial grade.

Commencement Date

See commencement dates under CAST program timing.

CAST Program Outline

Prerequisite Core Electronics or equivalent

Semester 3

Acronym	Pre-Req(s)	Name	Hours	Credits
CAST 210	ELEC 125	Automation Fundamentals	60	2
CAST 211	ELEC 125	Basic PC Installation and Maintenance	30	1
CAST 212	ELEC 125	Basic Programming	45	1
CAST 213	CAST 210	Electrical and Mechanical Prints Interpretation	30	1
CAST 214	CAST 21-	Fluid Mechanics	90	3
CAST 215	CAST 210	AC/DC Actuators and Drives	30	1
CAST 216	CAST 210	Introduction to Programmable Logic Controllers	90	3
CAST 217	CAST 216	Intermediate Programmable Logic Controllers	60	2
CAST 218	ELEC 124/125	Advanced Test Equipment	45	1

Co-op Work Term 2 (Only for students participating in the Co-op option)

Semester 4: Prior completion of semester 3 required

Acronym	Pre-Req(s)	Name	Hours	Credits
CAST 220	CAST 216/217	Advanced Programmable Logic Controllers	90	2
CAST 221	CAST 210/212	Machine Vision	30	1
CAST 222	CAST 211/212	Data Acquisition	30	1
CAST 223	CAST 212	Intermediate Programming	60	2
CAST 224	CAST 223	Robot Programming and Operation	90	3
CAST 225	CAST 224	Automated Systems Commissioning and Service	90	3
CAST 226	CAST 225	Research Projects	90	3

Computer Systems Technician - CTEC (Year 2)

The CTEC program consists of courses covering theory and labs designed to prepare the student to perform installation and maintenance on a variety of computers and related peripherals. Practical aspects of troubleshooting and the use of advanced test equipment are stressed during the lab periods. The CTEC program emphasizes customer relations, common business practices and report writing.

The first semester consists of the study of microcomputer systems with an emphasis on all aspects of maintenance. Eight, 16, 32 bit microcomputer systems, basic computer peripherals, major microcomputer operating systems, BASIC

language and the installation of major PC applications are studied. Advanced test equipment and troubleshooting techniques are used to perform the configuration, installation, maintenance and repairs of current technology PC's and their common peripherals.

The second semester consists of the study of interfacing and programming techniques necessary to implement custom-designed I/O devices such as data-acquisition systems. A strong emphasis is put on advanced applications such as data communications and networking. The courses allow the student hands-on experience with state-of-the-art computing equipment to design and test simple I/O devices as well as complex applications. The student learns to troubleshoot to the component level and perform board repairs.

Commencement Date

See commencement dates under CTEC program timing.

CTEC Program Outline

Prerequisite Core Electronics or equivalent

Semester 3

Acronym	Pre- Req(s)	Name	Hours	Credits
CTEC 210	ELEC 125	Intermediate and Advanced Microprocessors	60	2
CTEC 211	ELEC 125	Advanced Test Equipment	60	2
CTEC 212	CTEC 211	Personal Computer Hardware	90	3
CTEC 213	ELEC 125	Intermediate DOS	60	2
CTEC 214	CTEC 212	Personal Computer Peripherals	60	2
CTEC 215	ELEC 125	Basic Computing	60	2
CTEC 216	CTEC 213/214	Personal Computer Systems	60	2

Co-op Work Term 2 (Only for students participating in the Co-op option)

Semester 4: Prior completion of semester 3 required

Acronym	Pre- Req(s)	Name	Hours	Credits
CTEC 220	CTEC 215	Intermediate Computing	90	3
CTEC 221	CTEC 220	Basic Input / Output	60	2
CTEC 222	CTEC 221	Advanced Input / Output	60	2
CTEC 223	CTEC 220	Advanced Computing	60	2
CTEC 224	CTEC 220	Principles of Data Communications	45	1
CTEC 225	CTEC 224	Networks	60	2
CTEC 226	CTEC 222/223	Research Projects	90	3

Telecommunications Technician - TCOM (Year 2)

The TCOM program consists of courses covering theory and labs that focus on telecommunications equipment and systems. Skills acquired include installation, commissioning, and maintenance of systems and equipment related to radio, video, telephone switching, digital and data communications, microwave communications, satellite communications, and fibre optics. Graduates are prepared for employment with companies involved in manufacturing, installation, maintenance, and sales of telecommunications equipment.

Practical aspects of installation, troubleshooting, testing, aligning and maintaining telecommunications equipment with complex test equipment are stressed in the lab sessions.

Commencement Dates

See commencement dates under TCOM program timing.

TCOM Program Outline

Prerequisite Core Electronics or equivalent

Semester 3

Acronym	Pre- Req(s)	Name	Hours	Credits
TCOM 210	ELEC 125	Basic Radio	90	3
TCOM 211	ELEC 125	Transmission Lines / Antennas	30	1
TCOM 212	ELEC 125	Advanced Microprocessors / Interfacing	90	3
TCOM 213	ELEC 125	Advanced Printed Circuit Boards Repair	60	2
TCOM 214	TCOM 210	Advanced Radio	90	3
TCOM 215	ELEC 125	Telephone Systems	60	2
TCOM 216	ELEC 125	Digital Communications	60	1

Coop Work Term 2 (Only for students participating in the Co-op option)

Semester 4: Prior completion of semester 3 required

Acronym	Pre- Req(s)	Name	Hours	Credits
TCOM 220	TCOM 216	Data Communications	60	2
TCOM 221	TCOM 220	Networking	30	1
TCOM 222	ELEC 125	Telephone Switching Systems	90	3
TCOM 223	TCOM 210	Video Systems	90	2
TCOM 224	TCOM 210	Microwave Radio	30	1
TCOM 225	TCOM 210	Satellite Systems	60	2
TCOM 226	TCOM 216	Fiber Optics	60	2
TCOM 227	ELEC 125	Facsimile Systems	30	1
TCOM 228	ELEC 125	Projects	30	1

Course Descriptions

See **Course Description** section at the back of this calendar for detailed course information

Mechanical Trades

Chairperson

DAVE WHARF, C.I.P. H.D. Mech (Alta), C.I.P. Comm Tran (BC, VOC I.D. (BC), Commercial Transport Technician

Automotive Service Technician

Program Description

This course is intended to prepare people for employment as apprentices in the Automotive Mechanical Repair trade. Employment is normally indoors and may be anywhere from a small repair shop or service station doing general mechanical repairs to the complex service department of a large automotive dealership.

Course Content

General shop practice, automotive fundamentals, engines - air and liquid-cooled, basic test equipment, electrical systems, running gear, clutches, transmissions, anti-spin and conventional rear axles, steering systems and braking systems, applied mathematics and safety education will be covered.

Course Length

This course usually starts in September and is completed the following May. Included in this time is a 4 week work experience arranged by the course instructor.

With all entry level trade courses there is a strong emphasis on practical training in the shop on both training aids and live work projects.

Admission Requirements

a) Educational

1) B.C.Grade 10, but Grade 12 strongly recommended, or mature student status
2) Satisfactory achievement on the Entry Assessment tests

NOTE: Students considering enrolling in Automotive, Heavy Duty and Commercial Transport Vehicle Mechanics programs should be aware that it has been recommended that entry requirements for apprenticeships in these programs be raised from Grade 10 to Grade 12. The minimum entry pre-requisite for the province is currently successful completion of B.C. grade 10 or equivalent. However, the Provincial Apprenticeship & Training Board recommends that the minimum education requirements for entry into apprenticeships in these trades be successful completion of Grade 12 or equivalent including English 12, or ENGL 060, Math 11, or MATH 051, or Trades Math 11 and Physics 11, or PHYS 050, or Science and Technology 11.

b) General Requirements

1) Good health
2) Mechanical aptitude
3) Must have safety boots, glasses and three pairs of coveralls.
4) Interview with Program Instructor

Costs

See the Fees section of the calendar for the statement of tuition fees.

- Texts and supplies - $600.
- $16.50 per month lab/studio fee.
- Student will launder their own 100% cotton coveralls.

Commercial Transport Vehicle Mechanic

Program Description

The Commercial Transport Vehicle Mechanic/Technician repairs and maintains transportation vehicles such as trucks and buses. This occupation is an apprenticeable trade that emerged to meet the needs of increased specialization in the transportation industry. This program is a prerequisite to obtaining an apprenticeship.

Length:

This program begins in September and is completed during the following May. Included in this time frame is a one-month work experience placement, arranged by the program faculty.

Content:

The program covers all aspects necessary for graduates to enter the trade as an apprentice. That is, the program is a pre-apprentice/trade entry, and doesn't require any previous experience or training in the industry.

Hands-on:

Strong emphasis is placed on practical training with numerous “hands-on” projects. Graduates should be able to develop enough skills to be hired on as an immediately productive employee - reducing the need for employers to invest further time and resources into training a new apprenticeship candidate.

Admission Requirements

a) Educational Requirements

1) B.C. Grade 10, but Grade 12 strongly recommended, or mature student status
2) Satisfactory achievement on the Entry Assessment tests

Note: Students considering enrolling in Automotive, Heavy Duty and Commercial Transport Vehicle Mechanics programs should be aware that it has been recommended that entry requirements for apprenticeships in these programs be raised from Grade 10 to Grade 12. The minimum entry pre-requisite for the province is currently successful completion of B.C. grade 10 or equivalent. However, the Provincial Apprenticeship & Training Board recommends that the minimum education requirements for entry into apprenticeships in these trades be successful completion of Grade 12 or equivalent including English 12, or ENGL 060, Math 11, or MATH 051, or Trades Math 11 and Physics 11, or PHYS 050, or Science and Technology 11.

b) General Requirements

1) Good health
2) Mechanical aptitude
3) Must have safety boots, glasses and three pairs of coveralls
4) Interview with Program Coordinator

Costs

- See the fees section of the calendar for the statement of tuition fees. Texts and supplies approximately $800.
- $16.50 per month lab/studio fee.

Apprenticeship Certificate—Commercial Transport Vehicle Mechanics

Introduction

This program is offered to indentured apprentices and is sponsored by the Ministry of Skills, Training and Labour. Commercial Transport Vehicle Mechanics Apprentices attend technical training six weeks per year for a minimum of four years.

Opportunities are unlimited for the Commercial Transport Vehicle Mechanic who has acquired journeyman status. Personal benefits as well as monetary rewards make this trade a lucrative vocation. In addition, trained people are always in great demand.

A Commercial Transport Vehicle Mechanic adjusts, repairs and/or replaces worn and damaged mechanical, hydraulic and electrical parts on trucks, truck tractors, trailers, school busses, city transit busses, and highway coaches. The mechanic must have the ability to diagnose electrical, mechanical, and hydraulic troubles and make repairs according to the manufacturers specifications. The work involves the ability to determine the cause of failed components, disassembling and reassembling parts such as engines, transmissions, cooling systems, fuel and exhaust systems, clutches, differentials and suspensions by using the necessary hand and power tools and specialized equipment.

UCC Offers:

Level I: Hydraulic Systems, Steering Systems, Frames, Suspension And Attachments, Hydraulic And Air Brake Systems, Air Operated Controls, Electrical Introduction.

Level II: Clutches, Standard Transmissions, Torque Converters, Drive Axles, Engine Support Systems, Electricity Applied, Air Conditioning and Refrigeration Introduction.

Level III: Electricity advanced, Combustion Engine Theory, Carbureted Fuel Systems, Diesel and Gasoline Fuel Injection Systems.

Level IV: Rebuild Gasoline/Diesel Engines, Air Conditioning & Refrigeration.

Costs

The student will be responsible for texts and supplies - approximately $300.

Admission Requirements

Entry into these programs is scheduled by the Industry Training and Apprenticeship Commission after a person has completed an accredited entry-level program and become indentured as an apprentice. Apply to:

Industry Training and Apprenticeship Commission
441D Columbia Street
Kamloops, BC V2C 2T3
Phone: (250) 371-3920

Heavy Duty Mechanics/Trade Entry

Program Description

This program is equivalent to Module 1 of the Heavy Duty Apprenticeship program and is a prerequisite for an apprenticeship. It is intended to prepare students for employment as apprentices in the heavy duty mechanics trade.

Course Content

Training covers inspection, repair and maintenance on live off road equipment such as trucks, bulldozers, loaders, shovels, and earthmovers of both the wheeled and tracked variety.

Course Length

This program begins in September and finishes in May. Included in this is a 4-week experience practicum arrangement by program faculty.

Starting Dates

September each year

Admission Requirements

a) Educational Requirements

1) B.C. Grade 10, but Grade 12 strongly recommended, or mature student status
2) Satisfactory achievement on the Entry Assessment tests

Note: Students considering enrolling in Automotive, Heavy Duty and Commercial Transport Vehicle Mechanics programs should be aware that it has been recommended that entry requirements for apprenticeships in these programs be raised from Grade 10 to Grade 12. The minimum entry pre-requisite for the province is currently successful completion of B.C. grade 10 or equivalent. However, the Provincial Apprenticeship & Training Board recommends that the minimum education requirements for entry into apprenticeships in these trades be successful completion of Grade 12 or equivalent including English 12, or ENGL 060, Math 11, or MATH 051, or Trades Math 11 and Physics 11, or PHYS 050, or Science and Technology 11.

b) General Requirements

1) Good Health
2) Mechanical aptitude
3) Must have safety boots, glasses and three pairs of coveralls
4) Interview with Program Instructor

Costs

- See the Fees section of the calendar for the statement of tuition fees.
- Supplies approximately $700.

- $16.50 per month lab/studio fee.
- Student will provide and launder their own 100% cotton coveralls.

Apprenticeship Certificate—Heavy Duty Mechanics

Introduction

This program is offered to indentured apprentices and is sponsored by the Ministry of Skills, Training and Labour. Heavy Duty Mechanic Apprentices attend technical training six weeks per year for a minimum of four years.

Opportunities are unlimited for the Heavy Duty Mechanic who has acquired journeyman status. Personal benefits as well as monetary rewards make this trade a lucrative vocation. In addition, trained people are always in great demand.

A Heavy Duty Mechanic adjusts, repairs and/or replaces worn and damaged mechanical, hydraulic and electrical parts on tractors, shovels, graders, trucks, loaders and other heavy equipment. The mechanic must have the ability to diagnose electrical, mechanical and hydraulic troubles and make repairs according to the manufacturers' specifications. The work involves the ability to determine the cause of faulty operation of equipment, disassembling and reassembling parts of equipment such as the engine, transmission, cooling system, fuel and exhaust systems, clutch, and differential by using the necessary hand and power tools and specialized equipment.

UCC Offers:

Apprentice Modules II, III, IV & V

Module II

Hydraulics & Brakes

Module III

Engine & Engine Support Systems

Module IV

Electricity, Carburetor Fuel Systems & Diesel Fuel Systems (Mechanical & Electronic)

Module V

Drive Axles, Clutches, Manual & Powershift Transmissions

Costs

The student will be responsible for texts and supplies - approximately $300.

The student must supply and launder his/her own coveralls and safety glasses.

Admission Requirements

Entry into these programs is scheduled by the Industry Training and Apprenticeship Commission after a person has completed an accredited entry-level program and become indentured as an apprentice. Apply to:

Industry Training and Apprenticeship Commission
441D Columbia Street
Kamloops, BC V2C 2T3 Phone: (250) 371-3920

Heavy Duty/Automotive Mechanics (Williams Lake Campus)

See Williams Lake section of the calendar.

Marine Inboard/Outboard and Outdoor Power Equipment Technician Program

Program Description

This program prepares its students for employment in the Marine Inboard/Outboard and Small Engines Repair trades.

Course Content

Training covers: general shop practices, 2 & 4 stroke engine theory and operation, repair and overhaul of small air cooled engines, outboards, inboards and snowmobiles. It will also include servicing of the “Engine Support Systems”: such as fuel, electrical, lube, and cooling, plus power trains and drives, related to these products.

Special emphasis will be placed on tune-up and troubleshooting, plus the maintenance and installation of accessories used on pleasure craft and snowmobiles.

Course Length

Starting the first week in August and concluding in April including a 2-week work experience period in the spring.

Admission Requirements

a) Educational Requirements

1) Grade 10 minimum, however Grade 12 recommended or mature student status
2) Satisfactory achievement on the Entry Assessment tests

b) General Requirements

1) Good health
2) Mechanical aptitude
3) Must have safety boots, glasses and three pairs of coveralls
4) Interview with Program Instructor

Costs

- See the general information section of the calendar for the statement of tuition fees.
- Texts and supplies approximately $450.
- Student will provide and launder their own 100% cotton coveralls.
- Approved footwear and safety glasses needed.

Partsperson: Automotive, Heavy Duty

Program Description

The Partsperson course is intended to prepare people for employment in parts departments, such as those found in automotive repair shops, heavy machinery repair shops, truck repair shops, government maintenance shops, mine maintenance shops, automotive parts retailers and

wholesalers, etc. **Note:** The Automotive section of this program is a prerequisite to the Heavy Duty section.

Course Content

This course covers all the aspects necessary for the student to function in a warehouse or parts department situation. Topics included will be shipping and receiving, identification of parts, engine, power train, chassis and support systems - fittings and fasteners, tools, catalogue types and application conversions, communication with customers, safety and warehousing, inventory control, business machine operation, basic computer operation, computer inventory control, sales and merchandising.

Course Length

This is a competency-based training program. The length of the program depends, in large measure, upon the entry-level skills of the student. Usually 9 to 11 months is required to complete the program. Work experience components may be awarded to students who have demonstrated the ability to perform successfully in the industry. Evaluation of the work term will be performed by industry and the program instructor. The results of the work term will become part of the student record.

Starting Dates

First Monday of each month, 12 months of the year.

Admission Requirements

a) Educational Requirements

1) Grade 10 minimum, however Grade 12 recommended
2) Satisfactory achievement on the Entry Assessment tests

b) General Requirements

1) Mechanical aptitude
2) Good health
3) Interview with Program Instructor

Costs

- See the general information section of the calendar for the statement of tuition fees.
- Texts and supplies approximately $400.

Piping Trades

Chairperson

PETER POESCHEK, I.P. (BC), Dipl. Comp. Maint., I.D. (Brit. Col.)

Piping Trade Entry Program

This 9 month course is an introduction to the trade of plumbing. Students gain familiarity with the hand and power tools used in the field. Hands-on use of the tools and piping materials like copper, cast iron, black iron, and plastics comprise about 50% of the course. Fixture installation is part of this as well. The other half of the course consists of pre-practical training, as well as safety, trade math, and science. The students will be actively involved in the plumbing of a house in the community, working with other trade entry students from carpentry and the electrical departments. (Texts and supplies approx. $350)

Instructor

STEVE WHITE
E-mail: swhite@cariboo.bc.ca
Phone: (250) 371-5652
Fax: (250) 371-5967

Commencement Date

August 26, 2002

Admission Requirements

a) Education Requirements

1) Grade 12 preferred, grade 10 minimum.

b) General Requirements

1) Canadian Citizenship, or landed immigrant status.
2) Satisfactory achievement on the Entry Assessment tests.
3) Personal interview with instructor.
4) Students must supply their own coveralls, boots, safety glasses, and gloves.

c) Documentation Required

The following documentation is necessary to verify admission requirements:

1) Proof of Citizenship or Landed Immigrant Status if applicant not born in Canada.
2) Proof of successful reading and math pre-test results.
3) Verification of personal interview with the instructor.

d) Application Procedure

Admissions encourages you to submit an “Application Admission” form and related documentation as soon as you complete each of the requirements. However, the minimum documentation which will be accepted is as follows:

1) The $15 Application Processing Fee Receipt if you have never attended UCC before.
2) A completed Application for Admission Form.
3) A copy of your official interim or final grades.

e) Entry Assessment Test

To arrange for the plumbing entry assessment test contact the UCC Assessment Centre at (250) 828-5470. Arrangements can be made for out-of-town applicants to write the entry assessment test at an authorized testing centre in their community. For further information call (250) 828-5470.

Apprenticeship Plumbing

At UCC the 4 levels or years of apprenticeship training are offered. As well, 4th year students are given instruction in natural gas code and installation and have the opportunity to write and acquire a Class GBEE Gasfitters license as well as their Interprovincial Plumbing Tradesman's Qualification. Contact your apprenticeship counsellor for admission details.

Welding

Chairperson

DAVE WHARF, C.I.P. H.D. Mech (Alta), C.I.P. Comm Tran (BC, VOC I.D. (BC), Commercial Transport Technician

Level "C"

Contact: JOE RILLE, Instructor

Program Description

Welding is an industrial art in a highly competitive field. It requires constant physical coordination of arms, hands and eyes, and the student develops manipulative skills through manual training.

Related gas welding and arc welding theory, basic metallurgy, basic blue print reading, applied mathematics and principles of safety are some of the technical subjects covered. On completion of the course a student will have gained sufficient practical experience and related theory to take a variety of job tests.

The welding trade is universal in its application. Construction welding appeals to certain people due to the variety of working locations, while others prefer to remain in the industrial centres, where employment opportunities occur in practically every mechanical or metal trade.

Due to technological development, welding equipment and techniques are constantly changing; thus welders, though employed, should constantly strive to update their skills.

Note: Following successful completion of Level "C" Welding and 5 months of employment as a welder, the student can obtain the registered "C" stamp.

Admission Requirements

a) Educational Requirements

1) Grade 10 minimum, however, Grade 12 is strongly recommended
2) Satisfactory achievement on the Entry Assessment tests

b) General Requirements

1) Chest x-ray
2) Successful medical
3) Good command of English language is recommended
4) Good vision, unimpaired hearing, respiration and good health in general are recommended.
5) Interview with program instructor.

Length of Program

Seven months

Note: Students are required to complete the Welder/Fitter program immediately upon conclusion of the Level "C" Welding program. Work experience components may be awarded to students who have demonstrated the ability to perform successfully in the industry. Evaluation of the work term will be performed by industry and the program instructor. The results of the work term will become part of the student record.

Dress

Students must supply own gloves, jackets, goggles, helmet and safety-toed boots.

Application

Please contact the Admissions Department for space availability. If assessment is required the student will be sent to the Welding Department.

Costs

- See General Information section of calendar for the statement for tuition fees.
- Books approximately $150.
- $16.50 per month lab/studio fee.
- Boots, welding gloves, leather jacket, welding cap, helmet and goggles approximately - $200.
- Students who need financial assistance may apply under the B.C. Student Financial Assistance program. Information and application forms available from the Awards Office.

Levels "B", "A", Testing and Upgrading

Contact: LES WIEBE, Instructor

Program Description

Levels "B" and "A" contain training in advanced S.M.A.W. (Shielded Metal Arc Welding), G.M.A.W. (Gas Metal Arc Welding), F.C.A.W. (Flux Cored Arc Welding) and G.T.A.W. (Gas Tungsten Arc Welding) plus related knowledge in Advanced Metallurgy and Advanced Blueprint Reading.

Admission Requirements

a) Educational Requirements

1) Must have a "C" stamp for Level B
2) Must have a "B" stamp for Level A

b) General Requirements

1) Successful medical
2) Chest x-ray
3) Interview with the program instructor

4) Good vision, unimpaired hearing, respiration and good health in general, are recommended

Length of Program

- Level “B” is four months.
- Level “A” is two months.

Application

Please contact the Admissions Department for space availability. If assessment is required the applicant will be sent to the Department.

Dress

Students must supply own boots, gloves, jackets, goggles and helmet.

Costs

- Books $75.
- Boots, welding gloves, leather jackets, welding cap, helmet and goggles $200.
- $16.50 per month lab/studio fee.

Note: Upon successful completion of Level “B” Welding, the student must become employed as a welder and work in the trade for 8 months to obtain the registered “B” stamp. Upon successful completion of Level “A” Welding, the student must become employed as a welder and work in the trade for 10 months to obtain the registered “A” stamp.

Upgrading

Students enrolled as an upgrader may fine tune their skills in a specific area such as pipe welding with S.S. electrodes in the SMAW or GTAW processes. They may also work toward testing to specific Prequalified Welding Procedure (PWP) certification, as well as many other company or union specified procedures.

Testing

Company and government tests are offered. The instructor will advise as to the paperwork required by companies and by the Boiler Inspection Branch. The instructor will oversee the administration of the tests and arrange for inspection by the Boiler Inspector.

Students who need financial assistance may apply under the B.C. Student Financial Assistance program. Information and application forms available from the Awards Office.

Welder/Fitter

Contact: JOE RILLE, Instructor

Program Description

This ten week program extends the welder's skills into reading blue prints and doing layout work. Graduates will be qualified to work in structural steel construction, and in metal fabrication shops in construction and maintenance industries. (space permitting)

Note: The Welder/Fitter program is also available to Level B and Level A graduates.

Course Content

The program consists of eight courses, four practical and four related theory. The ratio of practical to theoretical training is approximately 2 to 1. The primary emphasis in the program will be on developing a thorough working knowledge of reading shop drawings, layout and assembly procedures. Materials handling and proper and safe use of shop equipment will be integrated with the learning and skill development components in the fabrication projects.

Admission Requirements

a) Educational Requirements

1) Grade 10 minimum, however grade 12 is preferred.
2) Successful completion of B.C. Level “C” Welding program or its equivalent.

b) General Requirements

1) Chest x-ray
2) Successful medical
3) Good command of English language is recommended
4) Good vision, unimpaired hearing, respiration and good health in general are recommended.

Length of Program

Ten weeks.

Dress

Students must supply own gloves, jackets, goggles, helmet and safety-toed boots.

Application

Please contact the Admissions Department for space availability. If assessment is required the student will be sent to the Welding Department.

Costs

See General Information section of calendar for the statement for tuition fees. Boots, welding gloves, leather jacket, welding cap, helmet and goggles - $200.

Apprenticeship Welding

At UCC we offer training in years 1, 2, 3 and 4 of apprenticeship Welding. Contact the Industry Training and Apprenticeship Commission for admission details:

441D Columbia Street
Kamloops, BC
(250)371-3920

Wood Process Technology Diploma Program

Chairperson

PETER POESCHEK, I.P. (BC), Dipl. Comp. Maint., I.D. (Brit. Col.)

For more information please contact:

Dennis Johnson
Phone: (250) 371-5656
Fax: (250) 371-5967
E-Mail: dejohnson@cariboo.bc.ca

Art Meger
Phone: (250) 828-5117
Fax: (250) 371-5967
E-Mail: meger@cariboo.bc.ca

Program Description

This exciting new two-year diploma program focuses on using automation technology to enhance the secondary wood industry. Challenging technical careers in wood products manufacturing are available, as well as positions in related industries. The curriculum has been designed based on industry requirements and with direct industry input.

The first semester begins with traditional wood products equipment and techniques; examining the wood processing industries; and wood science.

Subjects will include:

- workplace safety
- wood science and species
- kiln drying
- the wood processing industry
- machine set-up and maintenance
- wood products
- traditional woodworking equipment and techniques
- computer aided design

In the second semester students will examine equipment and processes suitable for higher volume and specialty operations.

This will include:

- set-up and operation of a moulder
- grinding profile knives
- cabinet and millwork construction
- production equipment
- adhesives and wood finishingwood machining
- computer aided 3-D solids modelling and digitizing

The second year involves automation technology for wood processing and includes:

- CAD/CAM technologies (computer aided design/computer aided machining)
- CNC machining
- electro-hydraulics
- programmable logic controllers (PLC's)
- pneumatics
- time motion study
- machine design
- quality control
- trouble shooting

Admission Requirements

Mandatory Requirements

1) B.C. Grade 12 (or equivalent) or Mature Student Status
2) B.C. Math 11 (Principles of Math), or Applications of Math 12, or Math 051
3) Any Science 11 (Physics, Chemistry or Biology – Physics preferred) or PHYS 050
4) Satisfactory achievement on the Entry Assessment tests

Advisable Requirements

1) English or Communications 11 and 12
2) Information Technology 11 and 12, or other computing experience
3) Math 12 (Principles) and Physics 12

Applying for Admission

There are only 16 spaces available each year, so we recommend that students apply early.

Once the Application for Admission form has been completed, applicants will be notified by mail of the next required steps in the admissions process.

DEVELOPMENTAL PROGRAMS

The division of Student Development is committed to coordinated, flexible, and responsive approaches to preparing students for and supporting them in the successful and satisfying completion of their post secondary study and their transition to the workplace. The division supports students throughout the UCC region and wherever UCC provides education and training.

The following programs provide opportunity for students to complete basic requirements for further study, and/or successful participation in the workforce and society in general.

College Preparation

Chairperson

FRED CUNNINGHAM, B.Sc., Cert. Ed., M. Ed.

The College Preparation Department offers adult learners the opportunity to complete prerequisites for admission into a diverse range of career, vocational and academic programs or to complete several ABE diplomas including the B.C. Adult Graduation Diploma (the equivalent to high school completion). Courses in english, math, general science, biology, physics, chemistry, computing and social science are designed for adult learners and delivered in small, student-centred classes through teaching methods that accommodate students' life experience and different learning styles. All College Prep courses are tuition-free.

College Prep Courses

Intermediate Level (Grade 10 Equivalency)	
EDCP 040	Education and Career Preparation
ENGL 040	Basic Language Skills
COMP 040	Basic Introduction to Computers
MATH 040	Basic Math Skills
SINC 040	Introduction to Science
Advanced Level (Grade 11 Equivalency)	
BIOL 050	General Biology
CHEM 050	Foundations of Chemistry I
COMP 050	Introduction to Microcomputers
ENGL 050	Developing Writing Skills
MATH 050	Introduction to Algebra
MATH 051	Algebra 2
PHYS 050	Introduction to Physics
SINC 050	Foundations of Science
STSS 050	Student Success
Provincial Level (Grade 12 Equivalency)	
BIOL 060	Human Biology
BIOL 062	Introduction to Life Sciences
BUAD 060	Introduction to Entrepreneurship
CHEM 060	Foundations of Chemistry 2
COMP 060	Introduction to Programming
COMP 065	Introduction to Desktop and WEB publishing
ENGL 060	Literature and Composition
MATH 060	Pre-Calculus I
MATH 061	Pre-Calculus II
PHYS 060	Introduction to Physics II
SOSC 060	Introduction to Social Sciences

Note: Students can take individual courses listed above without pursuing a certificate. The courses may be taken in conjunction with career, technical, trades or university courses.

Course Descriptions

See **Course Description** section at the back of this calendar for detailed course information.

Certificate Programs in Adult Basic Education - College Prep

Fundamentals Certificate Program

This program offers courses in Basic Math 030, Basic English 030. The program is offered in the Fall and Winter semesters. Applicants must be able to commit to full-time attendance, i.e., 5 hours per day, 5 days per week.

Fundamentals courses are also available on a part-time basis.

Admission

General Requirements

1. 17 years of age and one year out of school
2. Canadian citizen, landed immigrant or student permit
3. Counselling interview recommended

Students earning this Provincial certificate will have completed a course of study in fundamental mathematics, communication and reading skills. Two courses are required for the Certificate: Math and English. This program is free.

Courses

MATH	030	Fundamental Math
ENGL	030	Fundamentals of English

Part time study can also be arranged. For further information contact the College Preparation department at (250) 828-5290 or Marvyn Fitzpatrick at (250) 828-5295.

Adult Basic Education Intermediate Certificates

This certificate represents completion of a grade 10 equivalency. Four courses are required.

ABE Intermediate Certificate
ENGL 040
MATH 040
At least two of the following:
COMP 040
EDCP 040
SINC 040

The College Prep Intermediate Program offers students a full-time program in both the Fall and Winter semesters. Students are required to take 4 courses which will qualify them for the ABE Certificate at the Intermediate level.

Part time sections of Intermediate courses may be offered subject to funding. For further information call:

College Preparation department (250) 828-5290
Jim Bray (250) 828-5284

The BC Adult Graduation Diploma

"The Adult Dogwood"

This Diploma represents completion of the adult secondary graduation program. Students must complete five courses to be eligible for the Diploma.

"Adult Dogwood" Requirements
ENGL 060 or higher
MATH 050 or higher
Three additional courses at the Provincial Level or higher
or
SOSC 050 and two Provincial Level courses or higher

Note: To be eligible for the Adult Graduation Diploma, a person must be 19 years or older. An eighteen-year-old who has been out of school for at least a year may be admitted to an adult program with approval form.

Note: Courses from the BC School System may be counted toward the diploma; however, at least three courses must be taken as an adult.

First Steps

A unique program designed for young mothers who wish to continue their education. Academic upgrading as well as courses in personal development, career education and effective parenting are included. A high quality daycare facility is provided for children as part of the program's service. First Steps is run in conjunction with the Kamloops Boys and Girls Club and the Ministry of Social Services. Upon completion students may qualify for ABE Certificates. Please contact Sandi Parker at (250) 376-7518 or the College Preparation department at (250) 828-5290 for further information.

College Prep Learning Centre Kamloops (CPLC)

English 040, 050, 060 and Math 040, 050, 051 are offered in the Centre. Students must attend a minimum of four hours per week per course and have up to 19 weeks to complete. Intakes occur in September, November, January and February when space is available.

Evening CPLC intakes occur in September, November, January, and February when space is available.

College Preparation - Merritt Campus

A variety of College Prep courses are offered (based upon need) at our Merritt Training and Education Centre. Please contact the Merritt campus at (250) 378-2967 for information.

Continuing Education/Training and Professional Services

Extension Services Coordinator

JANICE LATTA, Cert. Ed. (Brit. Col.)

A variety of continuing education courses and programs are offered for daytime, evening and weekend participation. There are no prerequisites for admission to non-credit courses, but a certain level of proficiency is required for some credit courses.

The majority of continuing education offerings in the Division of Student Development are an outgrowth of UCC's career/vocational programs. Courses and programs are drawn from the areas of college preparation, English as a second language, career development, counselling, athletics, cooperative and career education, and assessment.

Contract services provides career development and training opportunities for organizations, businesses, the public sector and First Nation Bands using a wide range and high level of educational resources available through UCC. Flexible, cost-effective training is provided by knowledgeable instructors in the classroom or on site in the workplace.

Continuing Education staff work closely with International Education to provide short-term ESL programs. Various employment training and other programs funded through the Provincial and Federal governments may also be developed and administered through the division.

Part-Time Development Programs

Introduction

The following courses address a variety of topics of interest and importance to adult students with a disability. In all programs, the individual needs of each student are the first priority. These programs are designed to encourage personal growth, normalization of behaviour, improved communication and participation in college and community life. A sample of the following courses is offered each year on a part-time basis.

Augmentative Communication

This program assists students to develop a method of communication using either sign language, gestures or

communication boards. A variety of activities is used to increase the student's ability to communicate in society. To make the program successful, participation is required from the student's home or caregiver.

Interpersonal Communication Skills

Developing effective oral communication includes building confidence, improving listening skills, requesting and clarifying information, interpersonal skills, and assertiveness training. The students will develop these skills through participation in college and community activities and role-playing situations. This program will help the individual to be more confident and better prepared for daily interactions in the community.

Life Issues I and II

This course offers three topics for discussion and participation each term. Topics could include Nutrition, Leisure and Recreation or Developing Relationships. Students will have at the end of each unit a resource file of information that can be accessed at a later date. The goal of the course is to help increase skills for independent living at home and in the community.

Money Skills I and II

The program is designed to address the individual needs of the student; therefore a wide range of topics could be covered. These include money identification, getting correct change, consumer education, banking and budgeting. Instruction will involve practical application where possible to prepare the individual for more independent living.

Life Skills Reading I and II

This course is designed for students who wish to improve current reading skills. Vocabularies will be developed from a number of life skill areas. Decoding skills will also be stressed to help the student read more independently. A Basic Reading Assessment will be done at the beginning and the end of the course. Ongoing evaluations will be made by the student to assess progress.

Computer Awareness

This course will help the students to become more computer literate. Students will learn a basic knowledge of the computer and its uses in their lives. Students will work with some commands of DOS, the programs Norton Textra, WordPerfect and Typing Tutor. Some games and other application programs will be used by students. Students will learn to print and save the material typed in class. A basic reading level is highly recommended.

Toward Greater Independence

To develop skills in a number of areas that would promote greater independence in personal life, home life, and community living. Topics included are communication, personal safety, helping others, risk taking, making choices and self-confidence.

Communication Skills and Money and Banking courses may also be offered in Williams Lake and 100 Mile House.

Co-operative and Career Education Department

Chairperson

LARRY ILES, B.A., B.Ed.

Co-op Coordinators

NANCY BEPPLE, Computing Sciences
DAVID CHARBONNEAU, Electronics
CAROLE HEBDEN, Computing Sciences
MARION OKE, Sciences

Co-operative Education

Co-operative Education faculty serve as the link between students, employers, and the instructional department responsible for the program. Co-operative Education Coordinators seek out appropriate employment opportunities and work closely with Faculty to ensure that the students' jobs are related as closely as possible to the program content.

Co-operative Education Programs

UCC offers co-op options in the following programs:

- Bachelor of Natural Resource Science
- Bachelor of Science - Biology
- Bachelor of Science – Computing Science
- Bachelor of Science – Environmental Chemistry/Chemistry
- Bachelor of Science – Physics
- Bachelor of Technology in Applied Computing Science
- Computer Systems: Operations and Management
- Computer Automated Systems Technician
- Computer Systems Technician
- Telecommunications Technician

Transition to Education or Employment (TrEE

CHRISTINA CEDERLOF, Instructor
MEGHAN EARLEY, Work Experience Coordinator

Program Description

The Transition to Education or Employment program is a full-time 10-month program that will provide students with a disability practical knowledge about future employment opportunities. Students will divide their time between the classroom, field experiences and work experience activities. Skills learned in the program can lead to further training or to an employment opportunity. The program is individualized to meet the students' needs and interests.

Admission Requirements

- 18 years or older
- an identified disability that impairs learning, documentation may be required
- assessment and interview by department faculty
- must arrange own transportation to and from college and job sites
- ability to communicate, or a communication system in place

Attendance Policy

Students will attend 90% of the classes unless authorized by a physician. After five days absence, a doctor's note will be required.

Certification

Students who achieve 80% of the listed competencies in each of the courses and who demonstrated good attendance will receive a UCC Certificate. Other students who have shown good attendance and good effort, but who have not achieved 80% of the listed competencies will receive a non-credit Certificate of Completion.

Costs

See Fees section of the calendar for more information about tuition fees. Tuition is paid as the monthly Vocational rate. This is payable in two installments - September and January Students should budget approximately $150.00 for textbooks and other related course materials.

Program Outline

Fall Semester	Winter Semester
ASET 001 Communication I	ASET 011 Communication II
ASET 002 Work Issues I	ASET 012 Work Issues II
ASET 003 Workplace Academics I	ASET 013 Workplace Academics II
ASET 004 Field Experience	ASET 015 Work Experience I
Spring Semester	
ASET 022 Work Issues III	
ASET 025 Work Experience II	

Vocational Skills Training

LOIS PETERS, Instructor
BRENDA MOUNCEY, Coordinator
MARILYN PETERSON, Work Experience Coordinator

Program Description

This is a full-time credit program emphasizing skill development in the vocational option chosen by the student. The main objective of the program is to prepare students with a disability for entry level employment.

All students will complete academic and employment skills classes, but will train in their specific vocational area on campus. This hands-on learning will be reinforced in a small lab and theory class setting. All instruction will be individualized for each student. A UCC certificate will be awarded on completion of this 10 month program.

The students are integrated into normalized working environments for the practical parts of the program.

The program currently offers vocational study in three areas: Office Assistant, Automotive Assistant and Retail Worker. Three options are usually offered in each academic year.

Admission Requirements

- at 18 years of age or over.
- A history or diagnosis to support a disability that impairs learning - documentation may be required.
- An intake interview with department faculty to determine suitability for the program.

Attendance Policy

Students will attend 90% of the classes unless authorized by a physician. After three days absence, a doctor's note will be required.

Certification

Students who achieve 80% of the listed competencies in each of the courses and who demonstrated good attendance will receive a UCC Certificate. Other students who have shown good attendance and good effort but, who have not achieved 80% of the listed competencies will receive a non-credit Certificate of Completion.

Costs

Students: Students pay the Vocational tuition rate. This is payable in two installments - September and January.

Textbooks and Supplies: Approximately $200.00

Program Outline

Fall Semester	Winter Semester
Core Courses	
ASET 030 Employment Skills I	ASET 040 Employment Skills II
ASET 031 Academic Skills I	ASET 041 Academic Skills II
Vocational Options	
(students must choose one only)	
ASET 034 Kitchen Assistant I	ASET 044 Kitchen Assistant II
ASET 035 Automotive Repair Shop Assistant I	ASET 045 Automotive Repair Shop Assistant II
ASET 036 Retail Worker 1	ASET 046 Retail Worker 2

Spring Semester
ASET 050 Practicum

Course Descriptions

See **Course Description** section at the back of this calendar for detailed course information.

Counselling

Chairperson

DAVID LIDSTER, B.Ed., M.Ed., Chairperson, Counsellor

Career Orientation and Personal Empowerment (COPE)

Career Orientation is designed for women wishing to pursue career goals. This course offers a variety of life skills and exposure to career option s. The course is designed to assist students to make effective decisions about their long and short term goals.

This program includes theoretical information for discussion. In addition, students participate in a series of experiential modules. A strong focus on individual learning styles and personal circumstance allows each participant an opportunity to explore, identify and evaluate the most appropriate and

effective strategies for reaching her goal(s). Students will develop a career plan. The objective is to have a life-changing experience leading to meaningful employment/a meaningful career.

For further information call Iris Rich-McQuay at (250) 371-5533.

Men's Education and Career Alternatives (MECA)

This course is designed for men wishing to get a better understanding of who they are. Extensive inventories of talents, abilities, and interests will be weighed against potential for future academic and career training. Personal skills are taught, focussing specifically on expressing emotions, (including anger) conflict management, relaxation, using communication effectively, confidence building and parenting skills. Self-estimation is an important tool in this program.

This program is about personal change and requires a strong commitment, both in attendance, and in the willingness to work towards regeneration, growth, and goals. The objective is to have a life-changing experience leading to meaningful employment or a meaningful career.

For further information, call Will Daley at (250) 371-5538.

Education and Career Planning 101

This course will explore the theoretical and practical aspects of career development, higher education and transitions with a focus on career and life planning. The purpose of this course is to help students make informed decisions in order to find the "right fit" in a career. The "right fit" comes when the work enables an individual to connect his/her inner world with the options available in the outer world.

Student Success 100

Learn to be successful and get elective credit towards a B.A. or a B.Sc. Facilitation, small group experiences and ongoing self-assessment provide an opportunity for students to learn and adopt methods to enhance success at UCC as well as life-long learning skills. Each session builds on previous content and anticipates the session which follows, thus building a framework for success.

A selection of the following topics/skills are included:

- career planning
- note taking
- stress reduction
- test taking/test anxiety
- resources
- reading techniques
- effective relationships
- communication
- creating balance in your life
- critical thinking
- organization
- personal well-being
- money management

English As A Second Language

Chairperson

GERRY HEWITT, B.Ed., M.A.

Community English As A Second Language

This program provides study in oral and written language for students learning or improving English skills for general purposes. Content and format of courses vary according to community need and circumstances; topics include vocabulary development, pronunciation, listening skills, reading comprehension and practical language for daily life in Canada.

English Language Program

This program is designed to provide specific and appropriate language training for English as second language speakers who intend to proceed to post-secondary study. Successful completion of the program means that a student has a sufficient level of English language proficiency to successfully undertake studies at English speaking colleges or universities. The program provides five levels of study. Courses at each level focus on reading, grammar, writing, speaking and listening skills.

Students are required to take the English Placement Test to determine appropriate placement. The EPT is given several times a year; contact the Assessment Centre for dates – (250) 828-5470.

Students for whom English is not the first language are required to take appropriate CESL courses according to the policy outlined below. (CESL is available in Kamloops only.)

Sequence of CESL Courses

Level I	Level II	Level III	Level IV	Level V
		CESL 033 Grammar Study		
CESL 014 Basic Communication Skills (oral & grammar)	CESL 024 Integrated Communications Skills (oral & grammar)	CESL 035 Intermediate Oral Communication	CESL 045 Advanced Oral Communication	
CESL 016 Basic Reading & Writing Skills	CESL 027 Reading Skills	CESL 037 Reading and Study Skills	CESL 047 Advanced Reading & Study Skills	CESL 057 College Reading Skills
	CESL 028 Writing Skills	CESL 038 Paragraph Composition	CESL 048 Advanced Composition	CESL 058 College Composition

CESL Electives

See course descriptions for details.

Program Regulations

Students whose test results put them at:

Level I: are considered full time ESL students. The curriculum is one semester of full time ESL study. On successful completion, students proceed to Level II.

Level II: students are considered full time ESL students. The curriculum consists of one semester of full time ESL study. On successful completion, students proceed to Level III.

Level III: may take one CESL elective or one non-ESL course. The Level III curriculum consists of 4 courses.

Level IV: may take a mixed program of ESL and non-ESL courses. The Level IV curriculum consists of three core CESL courses.

For full time students only one course may be deferred in any semester. Furthermore, any particular course may only be deferred one time. (That is, a student may not defer a course repeatedly).

Note:

1) Students should consult the Academic Advisor, International Students about additional English language requirements for entry into specific post-secondary courses or programs.
2) For the purposes of these regulations, a student's CESL level is defined as that Level at which he/she requires the greatest number of Core CESL courses.
3) Level V courses, CESL 057 and CESL 058, are prerequisite courses for ENGL 110 and ENGL 111.

English Language Programs comprised of Core and Elective course offerings, grant the following certificates:

Foundations ESL	Satisfactory Completion of: CESL 024, 027, 028 with a C+ or better
English for Communication	Satisfactory Completion of: at least four CESL courses, two of which must be elective courses CESL 035 with a C+ or better required 70 hours in the Language Lab
English for Academic Preparation	Satisfactory Completion of: a minimum of seven CESL courses, at least two of which must be CESL elective courses CESL 045, 047, and 048 with a C+ or better required

In addition, the ESL Department, in conjunction with the Visual Arts Department, propose to offer this “Bridge Out” Certificate:

English Language with an Introduction to Fine Arts	Satisfactory Completion of: any two CESL electives or CESL 095 Level IV CESL CESL 045 CESL 047 CESL 048 any two of the following Fine Arts courses*: Ceramics 1,2 Design 1,2 Drawing 1,2 Painting 1,2 Photography 1,2 Printmaking 1,2 Students must satisfy course prerequisites. See Academic Advisor or check current UCC Calendar for course offerings.

The ESL Department, with the Professional Schools Division, also offers the following “Bridge Out’ Certificates:

English Language with an Introduction to Accounting	Satisfactory Completion of: Level IV CESL CESL 045 CESL 047 CESL 048 any two CESL electives or CESL 095 any two of the following: ACCT 121* ACCT 122* ACCT 123** BBUS 221 BBUS 254

English Language with an Introduction to Business	Satisfactory Completion of: Level IV CESL CESL 045 CESL 047 CESL 048 any two CESL electives or CESL 095 any two of the following: BUAD 115 or BBUS 272 BUAD 120 BBUS 237 MKTG 150**

English Language with an Introduction to Economics	Satisfactory Completion of: Level IV CESL with B- or better CESL 045 CESL 047 CESL 048 any two CESL electives (CESL 080 recommended) or CESL 095 any two of the following: ECON 122 ECON 190 ECON 195 ECON 243 ECON 260

English Language with an Introduction to Computing Science	Satisfactory Completion of: Level IV CESL CESL 045 CESL 047 CESL 048 any two CESL electives or CESL 095 one of the following options *: OPTION 1: one of the following: COMP 050 or equivalent <u>and</u> COMP 065 COMP 100 COMP 170 BBUS 237 <u>and</u> one of the following: COMP 060 COMP 113 OPTION 2: one of the following combinations: COMP 060** <u>and</u> COMP 113 COMP 113 <u>and</u> COMP 123

See Academic Advisor or current UCC Calendar for course offerings.

* For all “Bridge-Out” Certificates, students must satisfy course prerequisites

** For the purpose of this certificate, COMP 060 cannot be taken after the completion of COMP 113

General Educational Development Test (GED)

Description

The General Educational Development Tests (GED) are a series of five comprehensive examinations in the areas of Language Arts (writing and reading), Social Studies, Science, and Mathematics. They are designed to measure the major generalizations, ideas and intellectual skills that are normally gained through secondary school.

The GED tests provide an opportunity to earn an official document of Grade 12 Secondary School equivalency standing. While the GED certificate may not be accepted by every employer or post-secondary institution, it may be of considerable assistance in gaining access to College programs.

Application Requirements

Applicants must be at time of application:

1) 19 years of age
2) B.C. residents for at least 6 months
3) Out of school for at least one full academic year.

Application Procedure

Application forms, sample test questions and advice on how to prepare for the test are available through the Developmental Programs offices.

Fees

Full test fee—$45.00

Rewrites:	1 test—$25.00	4 test—$40.00
	2 test—$30.00	5 test—$45.00
	3 test—$35.00	

The $45.00 administration fee for all or any of the tests is payable at the time of application. Payment should be made by certified cheque or money order payable to: Minister of Finance, and must be received in Victoria twenty-eight (28) days prior to the test date. Fees for the GED are expected to rise in 2002, please contact the Assessment Centre for more information.

Date Of Test

- January 12, 2002
- March 2, 2002
- April 20, 2002
- June 1, 2002
- July 13, 2002

GED Preparation

Contact your nearest UCC Extension Services department for information in special GED preparation courses.

Williams Lake Campus

Address:
383 Oliver Street
Williams Lake, British Columbia
V2G 1M4

Phone:
(250) 392-8000
Toll Free: 1-800-663-4936
Fax: (250) 392-4984

Registrar's Office:

Phone:	(250) 392-8020
Fax:	(250) 392-8008
E-Mail:	**admisswl@cariboo.bc.ca**
Website:	**http://www.cariboo.bc.ca**
Registrar's Office Hours:	
Monday to Friday	9:00 a.m. - 4:00 p.m.

Programs Available at the Williams Lake Campus

Consult the Williams Lake UCC Program Guide or the UCC website at www.cariboo.bc.ca for complete information on the programs offered at the Williams Lake Campus.

- Accounting Certificate
- Accounting Technician Program (Year 1)
- Business Diploma (Year 1)
- Business Management Certificate
- Business Office Assistant with Bookkeeping and Computer Applications
- College and Career Preparation
- Aboriginal College Access Program
- College Preparation - (Grade 10 to Grade 12 equivalency)
- Employment Preparation
- English as a Second Language
- Fundamentals - Beginners to Grade 9
- General Educational Development Test and Preparation (GED)
- Community and School Support Certificate
- Continuing Education Courses
- Home Support/Resident Care Attendant
- Mechanics (Automotive and Heavy Duty)
- Professional Cook Training (Level I)
- Social Services
- Student Success
- University Transfer Programs
- Welding Levels "A", "B", and "C", Welder/Fitter, upgraders, testers

Interested students should apply early. Contact the Registrar's Office for more information.

Student Services

Academic Advising

SCOTT TAYLOR, B.Sc.F., M.B.A.

Academic Advisors serve students by providing current information on course and program prerequisites for college preparation, university, career and technology programs; assisting students to meet their educational goals, and assisting first and second year academic students in program planning, course selection, timetabling and registration.

For drop-in times, appointments and telephone advising, call (250) 392-8003 or 1-800-663-4936.

E-mail: staylor@cariboo.bc.ca

Access to Training Information Centre

TOM SALLEY

The Access to Training Information Centre provides additional supports for prospective and current UCC students (including BC Benefits participants) to access UCC courses.

Phone: (250) 392-8048

Counselling

BYRON KEMP, B.Sc., M.Ed.

Counselling deals with personal issues that may affect a student's academic performance and/or well being. Visits to our Counsellor are voluntary and confidential, within the limits of the law, and are designed to help students work out their own solutions for academic, vocational, social or personal problems. The major focus is on career counselling and short term or crisis intervention. Byron also conducts workshops throughout the year on various topics such as career planning, stress/time management, study skills and test anxiety.

Appointments with our Academic Advisor or Counsellor are booked in advance, but emergencies or crisis situations are dealt with as quickly as possible. Appointments are booked through the receptionist in the bookstore by calling (250) 392-8003 or 1-800-663-4936.

Phone: (250) 392-8041
E-mail: bkemp@cariboo.bc.ca

Library Services

The Williams Lake UCC Library collection consists of over 5,000 volumes and 300 periodical subscriptions. As well as this collection, students and faculty have access to UCC Kamloops Library holdings which consist of over 100,000 volumes and 1000 periodical subscriptions.

There are audio/visual materials and equipment available to students and staff. The Library also serves as a central testing and study area.

Library staff are available to assist Library users from 8:30 am to 8:00 pm Monday through Thursday and 8:30 am to 4:30 pm on Friday and 12:00 noon to 4:00 pm on Saturdays during fall/winter terms. July and August hours are subject to change and a summer schedule will be posted in June.

Services for Aboriginal Students

RHONDA ALPHONSE, B.A., Coordinator

The Coordinator of Services for Aboriginal Students is accountable for providing support services and assisting Aboriginal students in attaining educational success. The coordinator is responsible for providing Aboriginal students with general information to assist in the student's success. The coordinator acts as a liaison with bands, community and local agencies. For appointments call (250) 392-8009.

Other Services

CAROL CAMPBELL, Business Operations Coordinator

Bookstore/Reception

The UCC Bookstore offers you much more than textbooks. It also sells UCC apparel, calculators, computer software, stationery supplies, greeting cards, general interest books, specialized materials required by some courses, and gift items. It is owned and operated by UCC for the convenience of students and staff and is responsible for providing required and recommended textbooks at the lowest possible prices.

Bookstore hours throughout the academic year are:

Monday - Thursday 9:00 am - 7:30 pm
Friday 9:00 am - 4:00 pm

By August, many textbooks required for your course work will be available so you may purchase them as you register. Virtually all textbooks can be returned for a full refund up to four weeks after classes begin, providing you have the original receipt and the textbook is unmarked in any way.

The budget-minded student will be interested in the Bookstore's buy-back policy for used texts. The Bookstore will purchase used textbooks from students for 50% of the original purchase price, providing the text is the current edition and is to be used in the following semester. These texts are then made available to students in the next year at prices substantially less than the price of the new textbooks (75% of the new price). You might be interested in purchasing used texts as a way to save money.

The Bookstore will also purchase books no longer being used at UCC. The value of these books, which is the market value of the book, is set by wholesalers and does provide some return on your investment.

If you have specific concerns or needs which are not being met, please let the Bookstore staff know. We are here to serve you.

Buses

The City of Williams Lake operates a public bus system that makes regularly scheduled trips to UCC. You are advised to pick up a current bus schedule for information of specific times. Schedules are available in the Reception area.

UCC Continuing Education

Coordinators

JULIE BOWSER, Service Coordinator,
(250) 392-8177
DEBBIE DEMARE, Training Specialist
(250) 392-8044
LORNE LAZZAROTTO, B.A., Service Coordinator
(250) 392-8042
SUSAN DAHLBACK, Extension Services Clerk
(250) 392-8010

A wide variety of courses are offered for evening and weekend participation. Program brochures are published throughout the year. A supply of brochures is also available at the UCC office. As class sizes are limited, students are encouraged to register early. Note that registration for UCC Computer Access Centre courses is ongoing. Registration is done on a first-come, first-served basis with payment of fees.

Contract Training

UCC Continuing Education is designed to offer and meet the needs of companies, First Nations Bands or community groups in the Cariboo-Chilcotin Region. If practical, courses can be delivered anywhere in the region. UCC Continuing Education provides business or agencies with programs that are:

- individualized to your specific request
- based on assessment of employer/employee needs
- held at your location of choice where possible
- timed to fit your schedule

The cost of such a program is developed in consultation with each individual request. Help is also available to determine your specific need and to design an appropriate course or workshop. Our training can cover almost any area of general interest such as personal and professional development, trades, technical skills or other areas of interest. If there is a particular course you would like us to offer, give us a call. Add to your skills for new employment.

If you have a particular training need or need information, contact Debbie DeMare at (250) 392-8044.

Trades, Technology and Agriculture

These are vocational trade related courses and can cover a wide area according to the needs of the community. In most cases they are custom designed or have been developed to prepare students to challenge specific government exams. Some of the courses offered include:

- Air Brake Certification
- Air Condition Retrofit
- ATV Safety
- Auto Propane Conversion
- Basic Fire Suppression
- Basic Welding
- Carpentry IP Upgrade
- CFC/HCFC/HFC Control
- Class 1 Drivers Training, Class 1 & Class 3 Upgrading
- Commercial Vehicle Inspection
- Transportation of Dangerous Goods

Micro Computer Certificate Program

This program consists of five courses, four required and one elective.

- The Operating System, is a prerequisite for all other courses
- Fees are Income Tax deductible
- Certificate upon successful completion
- Day and evening classes offered

Courses that may be offered each semester are:

- The Operating System - Windows '95
- Word Processing – Word 2000
- Spreadsheets - Microsoft Excel 2000
- Microsoft Access 2000

Electives:

- Simply Accounting for Windows
- Professional Presentations using PowerPoint
- Corel Draw
- Desktop Publishing

Other computer courses include:

- Computer Confidence
- Introduction to the Internet
- Genealogy on the Internet
- Nifty-Fifties Computer Confidence
- Nifty-Fifties Internet
- Web Page Design
- Intermediate Word
- Intermediate Excel
- Intermediate Access
- PowerPoint
- Intermediate Windows

For more information on public computer courses, call Julie Bowser at (250) 392-8177.

First Aid Courses

Courses that may be offered during a semester include:

- Child Safe
- Red Cross CPR A, B, C, D courses
- Red Cross Emergency
- WCB Occupational First Aid - Levels 1 & 3
- WCB Transportation Endorsement
- WHMIS
- Worksafe

Forestry

Courses that may be offered during a semester include:

- Assistant Forest Tech
- Basic Forest Worker
- Beetle Probing
- Compassing
- Fire Suppression
- Logscaling – Levels 1 & 2
- Mapping
- Pesticide Applicator and Dispenser
- Power Saw Safety and Maintenance
- Timbercruising
- WCB Falling & Bucking
- Wildlife Danger Tree Assessment

General Extension Courses

Courses that may be offered during a semester include:

- Bartending Professionally
- Basic Standards – Security Guard Training
- Bookkeeping, an Introduction
- Community Mental Health
- Flag Person
- Foodsafe – Levels I & II
- Good Beginnings: An Intro to Family Daycare Training
- Keyboarding to 25 wpm
- Languages, including Spanish
- Management Skills for Supervisors
- Payroll
- Photography
- Prenatal
- Sign Language
- Small Business/Office Training
- Traffic Control Person Certificate

University Programs
Associate Degrees

The Williams Lake Campus offers University Transfer for the following degree programs.

- Bachelor of Arts
- Bachelor of Business Administration
- Bachelor of Commerce
- Bachelor of Forestry
- Bachelor of Journalism
- Bachelor of Natural Resource Science
- Bachelor of Science
- Bachelor of Science in Nursing (New student intake in even years)
- Bachelor of Social Work

First year University Transfer is also available for the following:

- Chiropractic
- Dentistry
- Law
- Medicine
- Naturopathic Medicine
- Optometry
- Pharmaceutical Sciences
- Rehabilitation Sciences
- Veterinary Medicine

For Pharmaceutical and Rehabilitation Sciences, students can complete First Year at Williams Lake and then apply for admission to the Second Year at UBC, and if accepted, complete the Bachelors Degree program there.

Students hoping to gain admission into Dentistry, Law, Medicine or Veterinary Medicine, must complete further undergraduate work before applying for admission.

For further information, please refer to the University Transfer section of this UCC Calendar and consult our Academic Advisor.

Second year University Transfer is available for the following degrees. Students should discuss their second year program with an Academic Advisor.

- Bachelor of Arts
- Bachelor of Business Administration
- Bachelor of Education
- Bachelor of Journalism
- Bachelor of Social Work

Associate degrees/diplomas are offered at the Williams Lake Campus in the following areas.

- Associate of Arts Degree
- Associate of Science Degree - Year One
- Associate Diploma of Commerce and Business Administration - Year One

As our class sizes are much smaller than those at a larger college or university, we are able to offer you more personalized instruction thereby making the transition from secondary to post-secondary studies easier for you. Lower cost is also another reason to consider the Williams Lake Campus.

UNIVERSITY TRANSFER COURSES (PROPOSED)

ACCT	121 &122	Financial Accounting 1 & 2
ANTH	119	Introduction to Archaeology
ANTH	223	Indians of British Columbia 2
BIOL	109	The Biological Basis of Being Human
BIOL	111 & 121	Principles of Biology 1 and 2
BIOL	159 & 169	Human Biology: Anatomy and Physiology 1 & 2
BBUS	237	Introduction to Computers and Information Systems in Business
CHEM	110 & 120	Fundamentals of Chemistry 1 & 2
CHEM	111 & 121	Principles of Chemistry 1 & 2
COMP	170	Introduction to Computing
ECON	190 & 195 (ITV)	Microeconomics/Macroeconomics
ENGL	110	Composition
ENGL	111 & 121	Prose Fiction / Drama and Poetry
ENGL	200-level+ courses	See the Williams Lake Program Guide or Schedule for the course numbers/descriptions
GEOG	222	The Regional Geography of Canada

UNIVERSITY TRANSFER COURSES (PROPOSED)

GEOG	223	The Regional Geography of British Columbia and Yukon
HIST	112	An Introduction to Canadian History
HIST	122	History of Canada, 1867 to Present
MATH	100	Foundations of Calculus
MATH	190	Principles Of Mathematics for Teachers
MATH	110	Finite Math With Applications
MATH	120	Introduction to Statistics
MATH	114 & 124	Calculus 1 and 2
PHIL	111	Introduction to Critical Thinking
PHIL	121	Introduction to Philosophy
PHYS	110 & 120	College Physics 1 and 2
PHYS	115 (ITV)	Mechanics and Waves
PHYS	125 (ITV)	Thermodynamics, Electricity and Magnetism
PSYC	111 & 121	Introduction to Psychology 1 and 2
PSYC	200-level courses	See the Williams Lake Program Guide or Schedule for the course numbers/descriptions
SOCI	111 & 121	Introduction to Sociology 1 and 2
SOCI	200-level courses	See the Williams Lake Program Guide or Schedule for the course numbers/descriptions
SOCW	200B	An Introduction to Social Welfare in Canada
STSS	100	Student Success

Additional courses may be offered, or some of the above courses may not be available. Please contact the Registrar's Office to confirm courses.

For more detailed information, see the Williams Lake Program Guide or the UCC website at www.cariboo.bc.ca

Spring/Summer course information is available at the beginning of each year in the Spring/Summer Brochure, or on the UCC website.

Additional Accounting and Business courses are listed in the Williams Lake Career section of this calendar.

Students are advised to arrange an appointment with our Academic Advisor for assistance with course selection.

Interactive Video Courses (ITV)

ITV involves live audio and visual communication between a local classroom and distant classrooms using fibre optic technology. Each specially outfitted classroom contains television cameras and monitors so the instructor and students can interact with the other sites.

Trades and Technology Programs

Carpentry – Trade Entry Program

Chairperson

PETER POESCHEK, I.P. (B.C.), Dipl. Comp. Maint., I.D. (Brit.Col.)

Residential Construction

This 9 month course is an introduction to the carpentry trade. Students gain familiarity with the use of hand tools, portable power tools and other equipment regularly used by carpenters. Students also have ample opportunities to work with the materials used by carpenters including lumber, panel products, concrete, roofing materials, fasteners, and a wide variety of hardware. Theory and practice is offered to allow students to build numerous projects including stairs, forms for concrete, framed floors, walls and roofs. Students spend approximately 70% of their time building various projects of which the major project is a house built in the community.

Graduates will receive credit for first year apprenticeship technical training.

Dates: February 2002 – October 2002

For admission requirements, please refer to Carpentry section of this calendar.

Mechanical Trades Certificate Programs

Chairperson

DAVE WHARF, C.I.P. H.D. Mech. (ALTA), C.I.P. Comm. Tran. (BC), VOC. I.D. (Brit. Col.), Commercial Transport Technician

Entry level training in Automotive and Heavy Duty Mechanics is available at the Williams Lake Campus.

Program Description

This is a combined program in Williams Lake operating under one instructor, providing the student with the option of choosing one or both of these specialties.

Automotive Service Technician

This program prepares students for employment as apprentices in the Automotive Mechanical Repair trade. The employment situation is normally indoors and may be anywhere from a small repair shop or service station doing general mechanical repairs to the complex service department of a large automobile dealership. Program graduates may receive credit for level one apprenticeship training.

Course Content

General shop practice, automotive fundamentals, engines - air and fluid-cooled, basic test equipment, electrical systems, running gear, clutches, transmissions, anti-spin and conventional rear axles, steering systems and braking systems, applied mathematics and safety education will be covered.

Heavy Duty Mechanics

This program is equivalent to ELTT (Entry Level Trades Training) of the Heavy Duty Apprenticeship program and is a prerequisite for an apprenticeship. It prepares students for employment as apprentices in the heavy duty repair trades.

Course Content

Training covers inspection, repair and maintenance on equipment such as trucks, bulldozers, loaders, skidders, and earthmovers of both the wheeled and tracked variety.

Welding Programs Levels “A”, “B,” & “C”, Welder/Fitter

Chairperson

DAVE WHARF, C.I.P. H.D. Mech. (ALTA), C.I.P. Comm. Tran. (BC), VOC. I.D. (Brit. Col.), Commercial Transport Technician

Program Description

Level “C” Welding and Welder/Fitter are expected to be offered as a combined program in 2002/2003 to make the most of both programs and eliminate duplication of material. This combined program is approximately 9 months long commencing in September.

Levels “B” & “A” will be offered in Williams Lake between September and June, if student numbers permit. For all admission requirements, please refer to the Welding section of this Calendar.

Career Programs

Accounting Technician Diploma Accounting Certificate

The Accounting Technician Diploma is a two-year program. Those who complete the first year will, upon application, receive an Accounting Certificate. Students who wish to continue may apply for entry to the second year of the Accounting Technician Diploma Program offered in Kamloops.

Several second year courses are offered each year in Williams Lake.

Program Description

The primary goal is to train accounting technicians, who generally work as supervisors in accounting departments or as para-professionals assisting professional accountants.

Students may decide to continue their education in hopes of becoming a professional accountant. Graduates from the Diploma can enrol directly in the CGA or CMA programs and receive exemptions for much of each. A university degree is generally required for admission to the CA program. To complete a degree, a student can apply for admission to the Bachelor of Business Administration degree at UCC upon earning the diploma.

Business Diploma

The Business Diploma is a two-year program. The first year of the program is offered at the Williams Lake Campus, but may vary somewhat from the first year in Kamloops. Students who have successfully completed first year Diploma study in Williams Lake may apply for entry to the second year of the Business Diploma program offered in Kamloops.

Program Description

The Business Diploma program is designed to provide students with career-oriented education and training in business administration, which will enable them to pursue careers in business or initiate their own small business ventures.

Business Management Certificate

The Business Management Certificate provides foundation knowledge in such areas as marketing, organizational behaviour, accounting, business mathematics, computing and business communications.

This certificate delivers the skills and knowledge required for employment in most entry-level positions. It can also be used as a career advancement tool when combined with job experience, in a wide variety of business settings. In addition, students have the opportunity to transfer the knowledge and credits gained through completion of this certificate into UCC's two-year Business Diploma.

Admission Requirements for:

- Accounting Technician Diploma
- Accounting Certificate
- Business Diploma
- Business Management Certificate

A) Educational Requirements
1. B.C. Grade 12 or equivalent
2. Principles of Math 11 or Applied Math 12 or equivalent with at least a C+ or completion of Math 051 with at least a C. Completion of Principles of Math 12 recommended.
3. 73% on combined English 12 and Government Exam (within the last 5 years) or Level 4 on the Composition Section of the LPI.

B) General Requirements
1. Interview with a Program Coordinator
2. Effective keyboarding skills are an asset. It is recommended that keyboarding skills be improved, if necessary, prior to the commencement of classes in September.

3. It is recommended, but not required, that students entering the program have some familiarity with computers.

For further information on the Accounting Technician Diploma, Accounting Certificate, the Business Diploma and the Business Management Certificate, consult our Academic Advisor.

COURSE CHART

Accounting, Business Diploma, and Business Management

Note: Some of these courses may be of interest to CGA, CMA and CA students

Accounting Certificate and Accounting Technician Diploma Year 1	**Accounting Technician Diploma Year 2**	**Business Management Certificate**	**Business Diploma Year 1**
FALL (Sept-Dec)	**FALL** (Sept-Dec)	**FALL** (Sept-Dec)	**FALL** (Sept-Dec)
ACCT 121	ACCT 255**	ACCT 121	ACCT 121
BBUS 237		BBUS 237	BBUS 237
ECON 190		BUAD 115	BUAD 115
ENGL 110		BUAD 120	BUAD 120
MATH 110		ENGL 110	ENGL 110
WINTER (Jan-Apr)	**WINTER** (Jan-Apr)	**WINTER** (Jan-Apr)	**WINTER** (Jan-Apr)
ACCT 122	ACCT 265**	BUAD 151	ACCT 122
ACCT 192*		BUAD 262	BUAD 151
BUAD 255		ECON 195	BUAD 255
ECON 195		ENGL 162	ENGL 162
ENGL 162		MKTG 150	MKTG 150

** Cost recovery courses

Applied Business Technology Certificate

Co-Chairpersons

DUANE BREITKREITZ, B.Ed., M.B.A.
VERA LINTON, B.Ed., M.Ed.
GAIL McKAY, B.F.A., M.A., Cert. Ed., LLB
JO-ANNE ROHRMOSER, B.M.R.S., I.D.

Faculty

KERRY COOK, B.A., I.D. (B.C.)

The Applied Business Technology Department offers a variety of training programs to enhance the qualifications and broaden the employment options of students. These programs include advanced training and specialization in the latest technology and equipment used in the modern office.

At Williams Lake, the Applied Business Technology Department offers a 10-month Business Office Assistant with Bookkeeping Applications program.

Contact the Registrar's Office or Applied Business Technology Department in Williams Lake for more information.

For admission requirements, please refer to the Applied Business Technology section of this Calendar.

Home Support/Resident Care Attendant Certificate

Coordinator

DONNA DAINES, R.N., B.Sc.N., M.Ed.

Basic HS/RCA Program

This 24 week program is designed to prepare the graduate to function under supervision as a Home Support/Resident Care Attendant. Learned skills will be applied in the community utilizing local personal care settings, intermediate and extended care facilities and in private homes. The focus will be on training the health care worker to assist the client in meeting his/her basic physical, emotional, environmental and social needs. Students learn to provide practical assistance to help maintain the client's maximum independence within the limits of his/her ability.

Dates: August 2003 – February 2004

For admission requirements, please refer to the Home Support/Resident Care Attendant Certificate section of this Calendar.

Human Service Programs

The Human Service Programs are offered in the School of Social Work and Human Service.

This "employment ready" program is designed to prepare men and women for job entry in a variety of human service positions. As there are continuing employment opportunities for persons with a certificate in Social Services and Community and School Support training at this level prepares individuals to perform various helping services in a broad range of agencies and facilities.

The Community and School Support Specialty is being offered at the Williams Lake campus.

The Community and School Support graduate will find employment with agencies that provide support/service to children and/or adults who are mentally/physically challenged or developmentally delayed. The Community and School Support graduate will assist these individuals to learn educational, social, vocational, recreational and personal life skills. Opportunities exist for jobs in supported work programs, in schools, educational/vocational day programs, infant or childhood development programs, respite care and residential support facilities for people who are mentally challenged, mentally ill or brain injured.

For admission requirements, please refer to the Human Service Programs section of this calendar.

Professional Cook Training

Chairperson, Food Training Department

MARK PERRY, Trade Cert., Inst. Dipl.

Program Description

This program is designed to fill the growing need for professionally trained cooks and chefs. Quality employment is available across a wide range of possibilities, from internationally recognized restaurants, hotels and clubs, through cruise ships, resorts, family restaurants, and institutions.

The complete program is 13 months long and is designed to cover all the sections of a professional kitchen from the preparation of hors d'oeuvres to the creation of an exquisite dessert.

Individuals seeking employment in a professional kitchen must have creative and artistic abilities to meet the requirements of an ever increasing demanding public. They must be alert and quick-thinking and be able to work under pressure in order to effectively prepare a variety of interesting food for people who are looking for a greater variety of menu items.

Students at the Williams Lake Campus can complete Level 1 (5 months) and can transfer to Kamloops and complete Levels II and III.

Level I dates: February 2002 – June 2002

(proposed): February 2003 – June 2003

For more information, please refer to the Professional Cook Training section of this Calendar.

WILLIAMS LAKE CAMPUS 2002 – 2006 Proposed Schedule for "Alternating Programs"			
2002-2003	**2003-2004**	**2004-2005**	**2005-2006**
Community & School Support Certificate	Home Support / Resident Care Attendant	Community & School Support Certificate	Home Support / Resident Care Attendant
Residential Construction Program (Feb-Oct 2002)	Professional Cook Training (Feb-June 2003) (Level 1)	Residential Construction Program (Feb-Oct 2004)	Professional Cook Training (Feb-June 2005) (Level 1)

College and Career Preparation Programs

Chairpersons

LUCILLE ANDERSON, B.Sc., I.D.
SHEILA RAMSAY, B.A., Cert. Ed., M.Ed.

The Department of College and Career Preparation is committed to assisting students in Williams Lake and area to complete the basic educational requirements for successful participation in job training, college and university courses and in society in general. The Division also provides counselling, diagnostic, support and remedial assistance to students wherever necessary and possible.
Programs offered by the Department include:

- Aboriginal College Access Program (Tuition free*)
- Campus Program
- Community Program
- College Preparation (Tuition free*)
- - Upgrading (Grade 10-12 equivalent)
- Employment Preparation Programs
- Workplace Skills Training (WST)
- Workplace Readiness Training (WRT)
- English as a Second Language (ESL)
- Fundamentals (Grade 1-9 equivalent) (Tuition free*)
- Partner Assisted Learning (PAL)

* Students pay for textbooks and miscellaneous fees

UCC acknowledges the significant achievement of students working in basic education by awarding certificates and diplomas where appropriate.

You don't have to have completed grade 12 to attend college.

Aboriginal College Access Program

Campus Aboriginal College Access Program

Faculty

KAREN SIMON, B.Ed.

Program Description

This is a College Preparation program that provides Adult Aboriginal learners with the necessary english, reading, math or computing skills to be successful in a wide range of college and university programs. The Aboriginal College Access Program offers the learners an opportunity to apply academic skills to a broad range of social issues concerning Aboriginal people. This program is designed for students with incomplete secondary education, or students who lack skills and prerequisites for further post-secondary work. This program provides the prerequisites for direct entry into many University College of the Cariboo programs and programs at other institutions and will also enhance employment skills.

Community Aboriginal College Access Program

Faculty

SHEILA RAMSAY, B.A., Cert. Ed., M.Ed.

Note: This program will be offered in various communities in the Cariboo-Chilcotin Region on an ongoing (or yearly) basis.

Program Description

Community Aboriginal College Access provides Adult Aboriginal learners with English and Math skills (from the fundamental level to the equivalent of Grade 10, 11 and 12 English and up to Grade 11 Level in Math).

This program provides the prerequisites for direct entry into some trades and industrial programs or College Preparation programs such as the Campus Aboriginal College Access Program or the Weekend University.

College Preparation (Grades 10-12 Equivalency)

Faculty

LUCILLE ANDERSON, B.Sc., I.D.
BARB MASTERS, B.A. (Hons.), Dipl. Ed.
SHEILA RAMSAY, B.A., Cert. Ed., M.Ed.
JOHN SALVATORE, B.Eng., I.D.
SHARON TAYLOR, B.A.

College Preparation courses provide an excellent opportunity to brush up on academic skills no matter what your educational background. The courses are designed for adults with upgrading needs ranging from basic literacy to college entry. Courses prepare students for future learning in career/technical programs such as Nursing, Applied Business Technology, or academic courses that lead to university study. Students wishing to obtain courses to complete Grade 12 are encouraged to see our Academic Advisor and refer to information on the BC Adult Graduation Diploma.

Grade 10 Equivalency/Upgrading (040 Level)

Program Description

This program is intended for adults who need to develop reading, writing or math skills in order to pursue further post-secondary education or to prepare for the workforce. Also available are courses in Basic Computing. Successful completion of these courses can lead into trades and career programs, college preparation or writing the GED.

Admission Requirements

- General Requirements
- 17 years of age and 1 year out of school.
- Canadian Citizen, Landed Immigrant or student permit.
- Completion of English/Math assessment and/or interview with instructor.

Note: Financial assistance may be available either through the Adult Basic Education Student Assistance Program

(ABESAP) or through an agency such as the Human Resource Centre (CEC), Ministry of Education, Skills and Training or Workers' Compensation Board.

Course Descriptions

See **Course Descriptions** section of this calendar for detailed course information on COMP 040, ENGL 040 and MATH 040.

Grades 11 & 12 Equivalency/Upgrading (050 & 060 Levels)

Program Description

The College Preparation Department offers high school equivalency courses in English, Math, Social Science, Biology, Physics, Chemistry, Computing, and Science.

Note: Students can also take individual College Preparation courses in conjunction with career, technical, trades or university courses.

Admission Requirements

General Requirements
17 years of age and 1 year out of school.
Canadian Citizen, Landed Immigrant or student permit.
Academic Advising interview recommended.

FUNDAMENTAL AND COLLEGE PREPARATION COURSES (PROPOSED)			
030 Level: Grades 1-9 Equivalency 040 Level: Grade 10 Equivalency 050 Level: Grade 11 Equivalency		060 Level: Grade 12 Equivalency (AP) Aboriginal College Access Program sections	
Spring 2002 Apr 29 – Jun 21	Summer 2002 June 24 – Aug 16	Fall 2002 Sept-Dec	Winter 2003 Jan-Apr
		BIOL 050	BIOL 060
		CHEM 050	CHEM 060
		COMP 040 (AP)	COMP 050 (AP)
		COMP 050	COMP 060
		ENGL 030	ENGL 030
		ENGL 040**	ENGL 040
		ENGL 040 (AP)**	
ENGL 050		ENGL 050	ENGL 050
		ENGL 050 (AP)	ENGL 060 (AP)
ENGL 060		ENGL 060	ENGL 060
		FESL 050*	FESL 050*
		MATH 030	MATH 030
		MATH 040	MATH 040
MATH 050	MATH 051	MATH 050	MATH 050
		MATH 050 (AP)	MATH 051
		MATH 060	MATH 061
		NAST 050 (AP)	NAST 060 (AP)
		PHYS 050	PHYS 060
		SOSC 060	
		STSS 050	STSS 100

FUNDAMENTAL AND COLLEGE PREPARATION COURSES (PROPOSED)			
030 Level: Grades 1-9 Equivalency 040 Level: Grade 10 Equivalency 050 Level: Grade 11 Equivalency		060 Level: Grade 12 Equivalency (AP) Aboriginal College Access	
Spring 2002 Apr 29 – Jun 21	Summer 2002 June 24 – Aug 16	Fall 2002 Sept-Dec	Winter 2003 Jan-Apr
		STSS 100	
* Has a continuous intake **combined sections (AP) Aboriginal College Access sections			
Additional courses may be offered, or some of these above courses may not be available. Please confirm with the Registrar's Office.			
Note: See Spring/Summer Session Brochure for additional offerings in 2003			

Course Descriptions

See **Course Descriptions** section of this calendar for detailed course information on COMP 040, ENGL 040 and MATH 040.

Employment Preparation Programs

Faculty

KAREN MOBERG
ALICE STODDARD, B.S.W.

The College & Career Preparation Department in Williams Lake offers two options for students with disabilities or learning difficulties who do not have the academic qualifications for regular college programs. Both programs offer students with special needs the opportunity to learn about employment opportunities in the Cariboo Chilcotin, to develop specific job and job readiness skills and to improve their functional reading, writing and math skills. Both options are individualized and flexible to meet student needs and include opportunities for work experience in the community.

There are two levels of admission to this program:

Students able to pursue independent competitive employment (Workplace Skill Training).

Students requiring more comprehensive support and assistance in employment for whom competitive employment is a longer term goal (Work Readiness Training).

English as a Second Language

Faculty

LINDA HITCHCOCK, B.A., M.A.

Program Description

A program in vocational ESL is offered to those interested in learning work related language skills. A part-time program in basic language training is also offered to those interested in improving their oral and written language skills.

If you know someone who may be interested in taking either of these programs, please contact the Admissions Office at (250) 392-8020. All referrals are confidential.

Fundamentals (Grades 1-9 Equivalency in English and Math)

Faculty

MARY MADDEN, B.Sc.
BARB MASTERS, B.A. (Hons.), Dipl. Ed.

Program Description

This program offers individual and group instruction for adults who need to improve basic reading, writing or number skills.

Admission Requirements

Interview with Fundamentals instructor

Course Descriptions

See **Course Descriptions** section of this calendar for detailed course information on ENGL 030 and MATH 030.

Partner Assisted Learning (PAL)

Program Description

PAL is a community partnership program designed to provide one-on-one assistance for persons wanting to learn to read, write, or use numbers in their daily lives. Scheduling is arranged to suit the learner. The program is free of charge, and all inquiries are confidential. Contact Mary Madden, PAL Coordinator, at (250) 392-8161 for more information.

PAL is a joint project with the Williams Lake Rotary Club, Cariboo Library Network, the Learning Disabilities Association, UCC, the National Literacy Secretariat and Ministry of Advanced Education, Training and Technology.

Student Success

Faculty

TOM SALLEY

Student Success

STSS 100 is designed to improve student performance and increase student retention. Facilitation, small group experiences and ongoing self-assessment provide an opportunity for students to learn and adopt methods to enhance success at UCC as well as incorporate life-long learning skills. Each session builds on previous content and anticipates the session which follows, thus building a framework for success.

The course is three hours per week for 13 weeks of the semester.

University credit is granted in UCC B.A. and B.Sc., but <u>not</u> in the UCC A.A. or A.Sc.

REGIONAL PROGRAMS

In its regional locations, UCC offers a wide variety of credit and non-credit courses designed to meet the educational and training needs of the community.

For further information on these and other services, contact your local community coordinator:

Merritt Centre	(250) 378-2967	Janice Riley
100 Mile House	(250) 395-3115	Jo Ann Smith
Clearwater	(250) 674-3255	Sylvia Arduini
Lillooet	(250) 256-4286	Jane Bryson
Chase	(250) 679-8329	Vicki Skjeie
Ashcroft/Cache Creek	(250) 453-9999	Heather Wisla
Lytton & Clinton	(250) 455-2771	Gloria Low
Logan Lake	(250) 523-6229	Wendy Fort
Barriere	(250) 672-9875	Susan Ross

Training & Education Centres

100 Mile House Training & Education Centre

Community Coordinator

JO ANN SMITH
Telephone: (250) 395-3115
Fax: (250) 395-2894
Email: jsmith@cariboo.bc.ca

The 100 Mile House Training & Education Centre is located at 485 South Birch Avenue in the Bridge Creek building. It offers a wide variety of courses in academic upgrading, English as a Second Language, office administration, microcomputer applications, health & safety, first aid, tourism, forestry, languages, trades, and general interest offerings. Career and educational counselling services and first-year academics are also available at the Centre. For the many businesses and government agencies in 100 Mile House, ongoing organizing of contract programming is conducted at the employer's convenience.

Through fibre optic technology, we are able to offer a full first-year academic program via Interactive Television (ITV). Limited certificate and diploma programs are also offered through ITV. The use of this technology provides students and clients the opportunity to further their education without having to relocate.

Centre staff are available to assist with questions about educational opportunities at UCC or other institutes. The Coordinator is available to assist individuals or groups with their needs for employee training, employment skills upgrading, personal development or general interest courses. Contact the 100 Mile House staff for information and/or a copy of our brochure.

Distance Learning Support Centre 100 Mile House

Distance Coordinator

DON KINASEWICH
Telephone: (250) 395-3115
Fax: (250) 395-2894
Email: dkinasewich@cariboo.bc.ca

The 100 Mile House Training & Education Centre also features a Distance Learning Support Centre. This facility provides local residents the opportunity to take programs and courses offered world wide through distance education. Students are provided with free access to modern computers with Internet and E-mail capabilities, telephones to contact tutors, a fax machine, library resources, study space, exam invigilation, and staff support for using the technological tools. The Distance Support Centre also offers study skills and computer workshops in order to help distance learners reach their educational goals. Extended hours of operation, including evenings, are offered so that the Centre can accommodate individuals with different schedules.

Ashcroft/Cache Creek Training & Education Centre

Community Coordinator

HEATHER WISLA, B.Sc. (Sask.)
Telephone: (250) 453-9999
Fax: (250) 453-2518
Email: hwisla@mail.sd74.bc.ca

The Ashcroft/Cache Creek Training & Education Centre is a partner in the Ashcroft Regional Learning Centre (ARLC) located at 411 Brink Street in downtown Ashcroft. The ARLC provides a "One-Stop Shop" for local residents searching for work, upgrading their skills or expanding their horizons through formal post-secondary education or general interest courses.

UCC calendars, application forms, and information on library services, financial aid & awards and on-campus housing can be accessed through the Ashcroft/Cache Creek Education &

Training Centre. Referrals to UCC Academic Advisors and Career Counsellors can also be arranged. As well, staff can assist you with questions you may have about other post-secondary institutions, including distance programs. A variety of tests, including the GED, LPI and CAT may be written.

Merritt Training & Education Centre

Campus Coordinator

JANICE RILEY, B.Ed.
Telephone: (250) 378-2967
Fax: (250) 378-8231
Email: jriley@cariboo.bc.ca

Faculty

JOANNE BASKERVILLE
LINDA CARMICHAEL
PATTY GRANT, RN
PATTY GRUND
HAZEL GOLDING
LIN KRAHN
DWIGHT REYNOLDSON, CMA

The Merritt Training & Education Centre is located at 4155 Belshaw Street. It offers a wide variety of courses in literacy, English as a Second Language, office administration, computer applications, adult basic education, first aid, trades, health & safety, career training, gardening, general interest and 1st year academics.

Through the technology of Interactive Television (ITV), the Merritt Centre is also able to offer a full first year academic program. Contact the Merritt Centre staff for information and/or a copy of our brochure.

Centre staff are available to assist you with any questions you may have about educational opportunities at the College or other institutions in the Province. The Coordinator is also available to assist individuals or groups with their needs for employment skills upgrading, personal development or general interest courses.
Academic Advising:

Regular visits are made to the Merritt Training & Education Centre by UCC Academic Advisors to assist prospective and current students with their educational course planning. Advisors provide help with program and course selection and registration of courses. The Step One Workshop is offered to acquaint new students with UCC offerings both in Merritt and Kamloops.

To register for a workshop or make an appointment with an Advisor, please call (250) 378-2967.

Lillooet Training & Education Centre

Community Coordinator

JANE BRYSON
Telephone: (250) 256-4296
Fax: (250) 256-4278
Email: jbryson@cariboo.bc.ca

The Lillooet Training and Education Centre is located at the Old Mill Plaza, #10 – 155 Main Street. The Centre's facility includes a 20 seat classroom, 15 seat computer lab and a conference room.

The Centre offers a wide variety of programming, including business, computer, first aid and other courses.

UCC can provide any individual, business or agency with courses, programs or workshops that are individualized for specific requests. The coordinator is available to assist individuals or employers with their needs. Courses can be delivered to your location and be customized to meet your specific requirements.

Clearwater Training & Education Centre

Community Coordinator

SYLVIA ARDUINI
Telephone: (250) 674-3540
Fax: (250) 674-3530
Email: sarduini@cariboo.bc.ca

UCC and The North Thompson Community Skills Centre co-exist at 751 Clearwater Village Road. Under this joint partnership both credit and non-credit part-time vocational courses are offered. The Skills Centre region includes the North Thompson communities of McLure, Louis Creek, Barriere, Darfield, Little Fort, Clearwater, Birch Island, Vavenby, Avola and Blue River. The centre is a multi-media learning facility aimed at providing and brokering job related training and retraining for local citizens. It boasts of modern training facilities, proven training resources, top-flight instructors, and state-of-the-art computer and video-conferencing technology.

Some other services offered are: UCC and other post-secondary entrance and assessment exams, application forms for financial assistance, calendars, admission applications, information on distance education courses, GED application and testing.

A wide variety of courses are offered through the centre, including Basic Literacy, First Aid, Health and Safety, Trades and Technology, Forestry, Computing, and General interest courses. Programs from other institutions, such as the Provincial Instructors Diploma and Mediation Skills, are also available. The coordinator is available to discuss your interests and training needs.

An employment consultant for the BC Works! And BC Benefits program is available to work with individuals to develop job search skills and offer career counselling.

Clearwater Employment Services, Community Futures Development Corporation of Thompson Country –a self-employment, outreach program, -and The Thompson Nicola Referral & Assessment Services also share space in the building.

Barriere Training & Education Centre

Community Coordinator

SUSAN ROSS
Telephone: (250) 672-9875
Fax: (250) 672-9875
Email: sross@cariboo.bc.ca

The Barriere Centre is located in the heart of Barriere at 629 Barriere Town Road. It offers a wide variety of courses in arts,

business, trades, health, adult basic education, literacy and general interest. All courses offered will depend on community demand.

The Community Coordinator has information available about post-secondary opportunities, academic advising, and counselling services, and financial aid. Invigilation of exams from other institutions is available for request as well as any other testing requirements such as CAT or LPI tests. Also available are customized courses, programs or workshops for any individuals, businesses or agencies.

Chase Training & Education Centre

Community Coordinator

VICKIE SKJEIE
Telephone: (250) 679-8329
Fax: (250) 679-8346
Email: vskjeie@cariboo.bc.ca

The Chase office is located at 826A Shushwap Avenue. It offers a variety of programs and courses in business and office skills, computers, first aid, health and safety, personal development, tourism and trades and technology. Invigilation for testing such as CAT and LPI tests is available upon request.

The Centre is available to provide individuals, businesses or agencies with courses and programs that are designed for specific needs. The coordinator is available to assist individuals and employers with their educational needs.

Clinton Training & Education Centre

Community Coordinator

GLORIA LOW
Telephone: (250) 457-9376
Fax: (250)457-6550
Email: glow@cariboo.bc.ca

The Community Coordinator works with individuals and groups to develop and offer part time courses in job related skills, personal development and general interest subjects. Information about post-secondary opportunities and job search skills is also offered. Information and calendars are available at the Government Agent's office.

Logan Lake Training & Education Centre

Community Coordinator

WENDY FORT
Telephone: (250) 523-6229
Fax: (250) 523-6984
Email: wfort@cariboo.bc.ca

The Logan Lake Centre is located in the WHY Office, 222 – 220 Opal. The Community Coordinator puts on courses that fill the needs of the community, ranging from computer courses to general or special interest. Testing is provided for the Canadian Achievement Test (Cat/2) and the language Proficiency Index (LPI). Upon approval, the Coordinator can also invigilate exams from other institutions.

Lytton Training & Education Centre

Community Coordinator

GLORIA LOW
Telephone: (250) 457-9376
Fax: (250) 457-6550
Email: glow@cariboo.bc.ca

The Lytton Centre is located in the Lytton Employment Services Office in the Post Office building. The Community Coordinator is available, on a part-time basis, to assist individuals or groups with the development and offering of courses in employment skills, upgrading, personal development and general interest topics. The office is open five days a week for brochures, calendars and other information.

CONTINUING EDUCATION

Mission Statement

UCC Continuing Education delivers education, training and performance improvement services that are quality-driven and customer-focused.

We provide a wide variety of credit and non-credit courses and programs to business, government, industry and individuals. Courses can be custom designed to meet your group's specific training needs.

Continuing Education Brochure

Course details are published in the UCC Continuing Education brochure, delivered periodically to your door. View our web site at www.cariboo.bc.ca/conted/.

Registration and Information

For more information or to register, call (250) 828-5039, or

LORI DE FRIAS, Health & Safety/Science
(250) 828-5445
JANICE LATTA, Student Development
(250) 828-5297
DONNA MASON, Forestry/Health & Safety/Horticulture
(250) 828-5422
ANDREW McKAY, Business/Tourism/Pre-Health
(250) 828-5120
DIANE MORRIS, First Aid
(250) 371-5794
JOHN PETRI, Trades & Technology
(250) 828-5106
INGA THOMSON, Arts/Professional Schools
(250) 828-5210

Refund Policy

For Continuing Education courses, there is a full refund of tuition fees if the College cancels the course. There is also a full refund if the student withdraws either prior to the commencement of the course, or prior to a stated withdrawal notice. There are no refunds after the first night of instruction. Any exceptions to this policy will be handled on an individual basis through the respective coordinator.

Trades and Technology

Continuing Education programs offer a wide variety of industry training. Continuing Education provides the type of training that the client desires, fitting their schedule and cost limitations. Some of the programs offered include: Air Brake Certification, Welding, Carpentry, Electrical, and Plumbing Training, Power Engineering, Commercial Vehicle Inspection, Class 1 Driver Training, Basic, Intermediate and Advanced AutoCAD. Continuing Education also offers contract training to industry "on site".

Arts

Arts Continuing Education provides courses that supplement the offerings of the Departments of English and Modern Languages; History, Journalism, Philosophy and Political Studies; Psychology; Social and Environmental Studies; and Visual and Performing Arts.

Professional Schools

Continuing Education aims to be an enabling partner with people at work in the changing world of business and the professions, offering programs related to The Schools of Tourism, Business, Education, Nursing and Social Work/Human Service.

The coordinators are available to consult with community groups, agencies, businesses, and organizations to identify specific training, consultation or research needs, and then design programs of appropriate content, format and length.

Student Development

Continuing Education is committed to the delivery of programs that will enhance the personal development of adults throughout the region. Programs and courses include: workplace literacy, career exploration, personal development, academic upgrading, adult special education, and English as a Second Language.

Sciences and Health Sciences

Continuing Education liaises with community and professional groups in offering a variety of courses in public and professional health, forestry, agriculture, the environment and occupational safety. Courses may be offered on a public basis or in a contract format for a specific company or group.

UCC Computer Access Centre
(250) 371-5897

Access Centre Chairs - Pat Gremaud/Al Robbins

The mandate for the The Computer Access Centre (CAC) is to meet the computer training needs of the business community. In addition to computer training using a wide variety of software packages, the Centre offers the option to purchase rental time on computers at a very reasonable hourly rate.

Courses are offered to accommodate a variety of schedules, such as mornings, evenings, and Saturdays. If you would like a copy of our current brochure, please call (250) 371-5897.

The CAC also responds to requests for computer training through the design of individualized programs on a contract basis. Moreover, business organizations may utilize the labs for their training needs through contract arrangements.

Certificate Courses

The following programs are available or planned for the coming year (Fall, Winter, Spring and Summer sessions). For further information contact the CAC at (250) 371-5897. For registration, contact the UCC Extension Services Office at (250) 828-5039.

Applied Computing - Comprehensive Computer Skills for Work

This program of courses will provide you with the skills to work efficiently and effectively in a computerized environment. Whether you are an employee, employer, self-employed, or working at home, strong computer skills are essential to give you an edge over the competition. Whatever your field of endeavour, computer literacy is now a given - the advantage you need to be successful in your world of work. This is an intense program, and students should be prepared to commit time and effort to ensure success.

Program of Courses:

- The Operating System
- Word Processing on the Microcomputer - Microsoft Word 2000
- Spreadsheets on the Microcomputer - Microsoft Excel 2000
- Database Management on the Microcomputer - Microsoft Access 2000
- Accounting on the Microcomputer - Simply Accounting for Windows 8
- Introduction to Desktop Publishing - MS Publisher 2000
- Graphics on the Microcomputer - CorelDraw
- Local Area Network
- Using the Internet for Business
- Professional Presentations Using PowerPoint 2000

Microcomputer Certificate I

This program represents the minimum level of literacy that you require to compete in today's job market. Computer skills have increased substantially over the past decade, and those individuals who have strong computing skills will have a distinct advantage. For in-depth computer training, see the Applied Computing program.

The program consists of five courses: four required and one elective. The Operating System course is the prerequisite course for other courses in the program. Keyboarding skills are recommended for maximum benefit. There are no prerequisites to enter this program.

Program of Courses:

Required courses (4)

- The Operating System
- Word Processing on the Microcomputer - Microsoft Word 2000
- Spreadsheets on the Microcomputer - Microsoft Excel 2000
- Database Management on the Microcomputer - Microsoft Access 2000

Elective course (choose only one of the following)

- Accounting on the Microcomputer - Simply Accounting for Windows 8
- Introduction to Desktop Publishing - MS Publisher 2000
- Graphics on the Micro - CorelDraw
- Professional Presentations Using PowerPoint 2000

Microcomputer Certificate II

This program is a continuation of Microcomputer Certificate I, and it is an intermediate to advanced level of proficiency. The program consists of five courses: two required and three electives.

Program of Courses:

Required Courses (2)

- Intermediate Windows 98
- Programming on the Micro - Visual Basic

Elective Courses (3)

- Intermediate Word Processing - Microsoft Word 2000
- Intermediate Spreadsheets - Microsoft Excel 2000
- Intermediate Database Management - Microsoft Access 2000

Computer Programs (Non-Credit - For Interest Only)

General Interest Courses

- Introduction to Microcomputing
- Computer Confidence
- The Internet - An Introduction to Cyber-Surfing
- Introduction to HTML
- Microsoft PowerPoint 2000
- Nifty-Fifties + Computer Basics
- Nifty-Fifties + Internet
- Nifty-Fifties + Word Processing
- Nifty Fifties + Spreadsheets
- GroupWise Desktop Information Program

External Certification Courses

Cisco Certified Network Associate

This program consists of four modules that prepare students to acquire their Cisco Certified Network Associate (CCNA), which is a set of highly respected credentials for today's network professionals. Students who achieve CCNA certification will be able to create global intranets, improve network performance and security, and apply a wide range of application-oriented solutions. The CCNA is the most widely held of the Cisco Career Certifications.

This program of courses is delivered by a certified Cisco trainer in an approved Cisco lab. The course content includes the OSI model, network topologies, IP addressing, network design, router configuration and protocols, LAN switching theory, WAN theory and design, and network troubleshooting.

Certified Novell Administrator

This course will prepare students to acquire their Certified Novell Administrator (CNA). Students who achieve CNA certification will be able to create global intranets, improve network performance and security, and apply a wide range of application-oriented solutions.

A+ Certification

This course prepares students to write the two A+ Certification exams (the A+ Core Module and the A+ DOS/Windows Module) that will result in certification from COMPTIA. A+ Certification is fast becoming a defacto standard requirement by many companies for employees wishing to work as technicians in the computer industry. The exam comprises computer-based, multiple-choice, and theory type questions.

Microsoft Office User Specialist and Expert Certification

The Microsoft Office User Specialist program provides a benchmark to validate users' skills in using Microsoft Office Products. The Specialist Program is available for many Office applications at both the Proficient and Expert levels.

Who benefits From Certification?

Office Users	Corporations, Organizations, and Staffing Agencies
The Expert designation distinguishes you from your peers as truly knowledgeable in using Office products. It can also make you more competitive in a tight job market.	The Specialist designation demonstrates competency and helps with job placement and advancement. Having specialists on your team can also reduce calls to your Help desk and can contribute to a lower total cost of ownership for Office.

Microsoft Testing Is Available for the Following Applications:

- Microsoft Access Specialist
- Microsoft Excel Proficient Specialist and Expert Specialist
- Microsoft Outlook Expert Specialist
- Microsoft FrontPage® Expert Specialist
- Microsoft PowerPoint® Expert Specialist
- Microsoft Word Proficient Specialist and Expert Specialist

Those who can attain Expert status on all five core Office applications (Word, Excel, Access, PowerPoint, and Outlook) qualify to attempt the Office Integration exam. Passing this exam demonstrates that you not only are an expert in the individual Office products but also are skilled in integrating them into a cohesive whole. This entitles you to be called a Microsoft Office Expert.
Check our website for details
www.cariboo.bc.ca/compacc

Microsoft Certified Systems Engineer Program (Windows 2000)

The program consists of FOUR core courses and THREE elective courses.

This program prepares you to write the Microsoft Certified Systems Engineer Exams. The exams are computer-based, multiple-choice, theory type questions. The course will be a combination of these items along with a hands-on approach, which will make the learning process much easier. It is important to note that all seven exams must be completed to attain this industry certification.

Call (250) 371-5897 for further course detail.

Contract Training

We can provide specialized training arrangements for businesses and organizations.

- Currently offered courses for groups
- Custom-designed courses

If your business requires staff training, or if you require training associated with a specific topic, we can help you. Please call or e-mail the CAC for more information.

Facility Rental – Computer Access Centre

The CAC computer labs are available on a rental basis. If you or your company require specialized training in a state-of-the-art computer facility, please contact us. Experience has proven that learning improves when people are away from the distractions of their jobs and when they can concentrate fully on the task at hand. We can accommodate groups to a maximum of 15 participants in each of our computer labs. Please call or e-mail the CAC for more information.

Phone: (250) 371-5897

Fax: (250) 371-5889

Web Home Page:
www.cariboo.bc.ca/compacc/

Cariboo Management Centre

Consulting and Training Staff
DIANNE KERR, B.A.(Hons.)
MARY GARSON, M.A.

Associate
SANDY ABRAHAM, M.A.

The Cariboo Management Centre offers a full range of consulting services to meet the changing needs of business, industry, and public sector organizations. Our professional staff will assess individual client situations and work collaboratively to design organizational staff development programs that will meet specific needs. This may include:

- facilitation of meetings for large planning groups
- individual coaching in the development of specific workplace skills
- mediation services to groups or individuals in conflict
- facilitation of focus groups
- cross cultural consulting
- implementing change
- developing teams
- doing business in a global environment

Management Skills for Supervisors Certificate

A 12-day, three-part program designed for middle managers and supervisors:

PART 1 Interpersonal Skills
PART 2 Group Skills
PART 3 Administrative Skills

Management Skills for Supervisors is a (UCC) Certificate Program. Participants completing all three parts will receive, upon application to the Registrar at UCC, three credits for BUAD 262 - Supervision 1, and three unassigned credits toward completion of the requirements for a UCC Diploma in Business.

Advanced Management Certificate

This three-day workshop is designed for managers who have taken the certificate Management Skills for Supervisors program or an equivalent supervisor training course. Today's manager needs the interactive and creative skills to be able to inspire and motivate teams of diverse individuals through the chaotic climate of rapid change. This program focuses on developing competency in the following areas:

- Leadership and Team Development
- Negotiation and Mediation Skills
- Problem Solving Models for Teams

Other Management Skills Programs

The following programs can be designed in varying formats and time frames to meet the requirements of clients. Sample workshop outlines are available on request.

- Board/Staff Development
- Coaching Skills
- Communicating Skills
- Conflict Management
- Coping With Difficult People
- Creative Problem Solving
- Decision Making and Problem Solving
- Diversity in the Work Place
- Effective Meetings
- Effective Presentations
- Entrepreneurial Skills
- Facilitation Skills for Managers
- Goal Setting
- Interview Techniques
- Leadership Development
- Management Skills for Elected Officials
- Managing Self Directed Teams
- Mediation Skills
- Motivating for Maximum Performance
- Negotiating Skills
- Performance Appraisal
- Presentation Skills
- Preventing Harassment in the Organization
- Skills Refresher for Supervisors
- Stress Management
- Team Building
- Time Management
- Train the Trainer
- Women in Management

Consulting Services

Organizational and Human Resources Development

- Establishing Goals and Objectives
- Leadership "Coaching"
- Needs Assessment
- Organizational Conflict Resolution
- Strategic Planning
- Third Party Mediation

Specialty Areas

- Board Development
- First Nations Training
- Focus Groups
- Team Development
- Cross Cultural Training
- Band Council and Administration
- Seminars for Elected Officials

Stepping up to Supervisor

This 2-day workshop is designed for the new supervisor/foreman/ lead hand. Participants will learn the fundamental skills to lead effectively.

Topics covered include:

- communication
- conflict management
- motivation
- assertiveness
- leadership
-

COURSE DESCRIPTION

Course Numbering And Definitions

All new course numbers or changes to existing course numbers must be approved by the Registrar's office prior to being sent to the Education Planning and Program Review (EPPR) Committee.

Course Numbering

e.g.) English 121

First Digit—Indicates year level at which the course is usually taken. Course numbers beginning with a "1" are first year courses. Second year courses begin with a "2". English 121 is therefore a first year course.

Second and Third Digit—Identifies the course.

Credit

e.g.) English 121-3

The credits for a course are indicated following the course number. English 121-3 therefore carries 3 credits.

Hours of Instruction

e.g.) (3,1,3)

The brackets (3,1,3) indicate the weekly hours of instruction for the course. The first digit inside the bracket indicates the number of lecture hours per week, the second digit indicates seminar hours per week, and the third digit indicates laboratory hours per week. The above example, therefore, would have 3 hours of lecture, 1 hour of seminar and 3 hours of laboratory per week for a total of 7 hours of instructor contact time each week. "L" indicates a lab and in nursing courses, a "P" following the third digit indicates a clinical practicum.

Note 1: The College Calendar goes to press in January. Some changes may be introduced in offerings subject to final budget approval.

Note 2: (L) indicates a lab/studio. A fee of $16.50 will be assessed for this course.

Not all courses listed in the calendar are offered in a given year. Please check the "Schedule of Credit Courses" for this information.

Accounting

ACCT 100-3
Financial Accounting (4,0,0)

This course offers an introduction to the fundamentals of financial accounting. Topics include the accounting cycle, adjusting entries, merchandising accounting, sales taxes, cash, temporary investments, accounts and notes receivable, inventory, capital assets, current liabilities, long-term liabilities, introductory corporate accounting, cash flow statements, and financial statement analysis. An accounting-related software package may be taught to meet the needs of particular programs.

Prerequisite: Admission to the Business Diploma, CSOM, Tourism Programs, or the Horticulture Business Diploma

Note: Students will not receive credit for both ACCT 100 and ACCT 121 or BBUS 221.

ACCT 101-3
Management Accounting (4,0,0)

This course offers an introduction to the fundamentals of management accounting. Topics include job costing, process costing, activity-based costing, cost-volume-profit analysis, budgeting, standard costing and variance analysis, responsibility centers, transfer pricing, decision making, inventory management, and capital budgeting. An accounting-related software package may be taught to meet the needs of particular programs.

Prerequisite: ACCT 100 or BBUS 221

Note: Students will not receive credit for both ACCT 101 and BBUS 254.

ACCT 121-3
Financial Accounting 1 (4,0,0)

This is the first of a two-course introduction to the fundamentals of financial accounting. Topics include the accounting cycle, adjusting entries, preparation of financial statements, merchandise business accounting, cash, bank reconciliations, marketable securities, accounts receivables, notes receivable, inventory, and capital assets.

Prerequisite: Admission to the Accounting Technician Diploma

Note: Students will not receive credit for both ACCT 121 and ACCT 100 or BBUS 221.

ACCT 122-3
Financial Accounting 2 (4,0,0)

This is the second of a two-course introduction to the fundamentals of financial accounting. Topics include payroll accounting, PST and GST, current and long-term liabilities, generally accepted accounting principles, partnership accounting, corporate accounting, cash flow statements, and financial statement analysis.

Prerequisite: ACCT 121 or ACCT 100 or BBUS 221

ACCT 192-3
Accounting Systems 1 (2,0,2)

This course offers an introduction to accounting software packages. Students will study Simply Accounting and the General Ledger, Accounts Receivable, and Accounts Payable modules of ACCPAC Plus.

Prerequisite: ACCT 100 or ACCT 121 or BBUS 221 and BBUS 237

Note: Students will not receive credit for both ACCT 192 and COMP 192

ACCT 254-3
Cost and Management Accounting 1 (4,0,0)

This is the first of a two-course introduction to cost and management accounting. Topics include job and process costing, activity-based costing, cost tracing and allocation, cost-volume-profit analysis, and capital budgeting.

Prerequisite: ACCT 122

ACCT 255-3
Intermediate Financial Accounting 1 (4,0,0)

This is the first of a two-course sequence dealing with the preparation of the income statement, the statement of retained earnings, and the asset side of the balance sheet. Topics include the accounting professions; the conceptual framework; discontinued operations; extraordinary items; accounting changes; cash; temporary investments; receivables; inventory; the costing, amortization, disposal, and write-down of capital assets; and deferred charges including R&D costs.

Prerequisite: ACCT 122

ACCT 257-3
Income Taxation 1 (4,0,0)

This is the first of a two-course introduction to taxation covering the basics of personal income tax. Topics include the treatment of various types of incomes and expenses and computation of taxable income, tax credits and tax payable for an individual.

Prerequisite: ACCT 122

ACCT 262-3
Assurance (4,0,0)

This course offers an introduction to the fundamentals of auditing. Topics include an overview of the auditing profession, the auditor's report, audit objectives, types of evidence and documentation, audit planning, materiality and risk, internal controls, and audit sampling testing.

Prerequisite: ACCT 122

ACCT 264-3
Cost and Management Accounting 2 (4,0,0)

This is the second of a two-course introduction to cost and management accounting. Topics include budgets and responsibility accounting, standard costing and variance analysis, variable costing, transfer pricing, inventory management, and decision making.

Prerequisite: ACCT 254

ACCT 265-3
Intermediate Financial Accounting 2 (4,0,0)

This is the second of a two-course sequence dealing with the preparation of the current liabilities, long-term liabilities, and shareholders' equity sections of the balance sheet and the cash flow statement. Topics include sales taxes, estimated liabilities, payroll accounting, bank lending, bonds payable, subsidized borrowing, advanced corporate accounting, derivative securities, earnings per share, future benefits, leases, and future income taxes.

Prerequisite: ACCT 255

ACCT 267-3
Income Taxation 2 (4,0,0)

This is the second of a two-course introduction to taxation covering the basic income taxation of corporations and partnerships. Topics include computation of taxable income and tax payable, tax planning issues, tax enforcement, and the Goods and Services Tax.

Prerequisite: ACCT 257

ACCT 295-3
Accounting Technician Capstone Project (3,0,1)

This capstone course is designed to prepare the student for the workforce. The student must complete a series of comprehensive modules that simulate different business situations representative of what will be encountered in the workplace. The different modules develop the student's ability to integrate the skills and knowledge acquired in previous courses. Students will be exposed to situations dealing with the starting of a business, setting up a complex set of books, analyzing and recording daily operating activities, preparing detailed financial statements and the accompanying notes, preparing working paper files, and the filing of tax and other governmental returns.

Prerequisite: 45 program credits

Adventure Guide Diploma

ADVG 101-3
The Adventure Tourism Industry (3,0,0)

ADVG 101 offers an overview of the Adventure Tourism industry, its origins, the industry today, land management issues, future considerations, the guide's role, career paths, literature review, terminology and definitions.

Prerequisite: Admission to the Adventure Travel Guide Diploma or Tourism Management Diploma

ADVG 102-1
Wilderness Travel (Theory) (1,0,0)

A review of the theoretical aspects of wilderness travel. Includes theory related to clothing and equipment, navigation, environmental concerns, travel techniques, route plans and trip planning.

Prerequisite: Admission to the Adventure Travel Guide Diploma

ADVG 103-3
Wilderness Emergency Response (60 hours)

The "Wilderness Emergency Response" course as offered by the Canadian Institute of Safety Search and Rescue. A practical guide-oriented wilderness first aid course which includes patient assessment, circulation and respiratory emergencies, soft tissue injury, muscular-skeletal injuries, poisons, stings, bites, environmental emergencies, first aid kits, transport equipment, cardiopulmonary resuscitation.

Prerequisite: Admission to the Adventure Travel Guide Diploma

ADVG 105-3
Guiding Leadership 1 (3,0,0)

Explores the role of leadership as it applies to guiding in the adventure tourism industry. Topics discussed include: philosophic approach, qualifications profile, roles and responsibilities, group dynamics, interpersonal communication skills, log books and journals, radios and helicopters, professionalism and leadership styles.

Prerequisite: Admission to the Adventure Travel Guide Diploma

ADVG 110-3
Natural History 1 (3,0,0)

An introduction to the natural history of BC: flora and fauna, species identification, ecosystem relationships, and nature interpretation.

Prerequisite: Admission to the Adventure Travel Guide Program

ADVG 111-3
Emergency Situation, Search and Rescue Management (3,0,0)

The guide's role in emergency situations and search and rescue management. Identifying hazards, hazard avoidance, managing hazards, emergency situation management, developing response plans and the BC Provincial Emergency Program Search and Rescue Management course.

Prerequisite: ADVG 101

ADVG 112-3
Food Preparation (3,0,0)

Food preparation for guides. Includes nutrition, menu planning, menu lists, food planning, trail food preparation, kitchen food preparation, expedition planning, packaging, presentation and sanitation.

Prerequisite: ADVG 102

ADVG 113-2
Occupational First Aid Level 3 (70 hours)

Occupational First Aid covers emergency medical techniques currently considered to be the responsibility of the Level 3 Attendant. Emphasis is on priority action approach and patient assessment. This course leads to Workman's Compensation Board certification.

Prerequisite: Admission to the Adventure Travel Guide Diploma

ADVG 150-2
Wilderness Travel (Field Trip) (60 hours)

A review of the practical aspects of guiding wilderness trips. Includes navigation, route selection, group management, pacing, minimum impact camping, and hazard awareness.

Prerequisite: ADVG 102

ADVG 151-2
Lakewater Instructor (60 hours)

A lake and river skills development course intended to prepare participants for the BC Recreational Canoe Association, Flatwater Canoe Instructor, Moving Water Instructor and Trip Leader courses. Ferries, backferries, eddy turns, tandem and solo paddling.

Prerequisite: ADVG 102 and ADVG 150

ADVG 153-2
Kayak 1 (60 hours)

Flatwater and river kayaking skills. Kayak construction, equipment, rolls, strokes and rescues.

Prerequisite: ADVG 102 and ADVG 150

ADVG 155-2
Skiing 1 (60 hours)

An introduction to downhill ski techniques and equipment. Students will participate on either telemark and/or alpine equipment. The purpose is to develop strong downhill skiing techniques in order to reach a maximum efficiency level on variable snow conditions and to progress towards instructor level abilities. CANSI & CSIA teaching progression and techniques will be utilized.

Prerequisite: ADVG 102 and ADVG 150

ADVG 156-2
Ski Tour 1 (70 hours)

Backcountry ski touring on mountaineering or Nordic equipment. Backcountry ski equipment, accessory equipment, skiing back-country terrain, route finding, hazard evaluation, and winter camping skills.

Prerequisite: ADVG 103 or 113, ADVG 150, and ADVG 155 or 245 or 255

ADVG 157-2
Rock Climbing 1 (70 hours)

A rock climbing skill development course covering rock climbing equipment, knots and rope systems, belays, anchors, top rope climbing, climbing sites, climbing technique, lead climbing, multi pitch climbing.

Prerequisite: ADVG 150

ADVG 158-2
Mountaineering 1 (70 hours)

A mountaineering skill development course covering mountaineering equipment, mountain safety, belays, anchors, mountaineering technique, and crevasse rescue.

Prerequisite: ADVG 150

ADVG 159-2
Avalanche & Safety for Ski Operations 1 (70 hours)

The Canadian Avalanche Association Level I course which includes: avalanche phenomena, terrain analysis, the mountain snowpack, stability and hazard evaluation, data collection, and avalanche rescue.

Prerequisite: ADVG 156

ADVG 160-2
Swiftwater Rescue 1 (60 hours)

The Swiftwater Rescue Technician I course which includes: river rescue instruction as it pertains to canoes, kayaks, and rafts. Hypothermia and drowning, rescue in moving water, improvised rescue, rope system rescue, rescue simulations.

Prerequisite: ADVG 103 or 113, ADVG 153

ADVG 190-3
Expedition 1 (120 hours)

A self-directed 2-3 week expedition planned in conjunction with program instructors, focusing on areas where skill development is desired. May be international in nature.

Prerequisite: ADVG 102, ADVG 150 and applicable first year courses

ADVG 195-1
Work Experience Practicum (0,0,3)

A twelve week work experience practicum in an adventure tourism business.

Prerequisite: Must take place after successfully completing a minimum of 25 program credits

ADVG 201-3
The Wilderness Environment (3,0,0)

A study of the natural resource base upon which the adventure tourism industry depends. Geographic features, mountain geomorphology, geology, fluviology, meteorology, ecology, and current environmental concerns.

Prerequisite: Admission to the Adventure Travel Guide Program or Tourism Management Diploma

ADVG 202-3
The Cultural Environment (3,0,0)

An introduction to the cultural environments upon which adventure tourism depends. Topics include defining Canadian culture, an overview of the major religions of the world, enhancing intercultural communication, practical aspects of foreign guiding, and a look at selected cultures.

Prerequisite: TMGT 111

ADVG 203-3
Advanced Wilderness Emergency Response (90 hours)

The "Advanced Wilderness Emergency Response" course as offered by the Canadian Institute of Safety Search and Rescue. An advanced wilderness first aid course which provides greater detail in wilderness emergency response and pre-hospital care. Includes situation assessment, anatomy, physiology, airway management, respiratory emergencies, cardiac arrest, circulation emergencies, burns, eyes, ears, nose, and throat.

Prerequisite: ADVG 103 or ADVG 113 with a minimum of a "C" grade

ADVG 204-3
The Business of Adventure Tourism (3,0,0)

An in-depth study of adventure tourism as a business. The aspects of corporate structures, administration, budgeting, marketing, creating business growth, land access methods, business income and tax, issues and trends, business plans, and business management will be studied.

Prerequisite: ADVG 101

Corequisite: ACCT 121

ADVG 205-3
Guiding Leadership 2 (3,0,0)

Further topics in leadership, the higher level skills of: teaching methodology, learning styles, teaching and learning strategies, program planning, problem-solving and decision-making, team building and high performance teams, burnout and stress management, conflict resolution, human resource development.

Prerequisite: ADVG 105

ADVG 206-3
Legal Liability and Risk Management (3,0,0)

An in-depth look at the legal issues surrounding liability and risk management in adventure tourism. Includes the Canadian legal system, owner liability, guide liability, risk management and mitigation, insurance, legal releases and the development of risk management plans.

Prerequisite: ADVG 111, ADVG 204

ADVG 211-3
Adventure Tourism Activities (60 hours)

This course is designed to provide students with practical exposure to a variety of adventure tourism activities. Students will be introduced to adventure sports by participating in activities such as whitewater kayaking, rock and ice climbing, sea kayaking and skiing. This course will explore topics such as trip preparation, safety and leadership styles.

Prerequisite: None

Corequisite: ADVG 101

ADVG 212-3
Planning Adventure Activities (3,0,0)

This course is designed to provide students with a practical overview of the adventure activities planning process. The course will be delivered from a programmer and manager's perspective and how she/he develops, plans and implements adventure activities.

Prerequisite: ADVG 211

ADVG 213-3
Managing Adventure Tourism Operations (3,0,0)

This course is designed to introduce students to the operation of an adventure tourism business from a managerial perspective. The course will provide an overview of the day-to-day tasks, roles and responsibilities of an adventure tourism operations' manager. This course will also explore trends and issues that will affect the management of adventure tourism operations.

Prerequisite: ADVG 212

ADVG 243-2
Hiking Guide (60 hours)

The Association of Canadian Mountain Guides Hiking Guide course is intended for guides leading clients on day trips in heli-hiking and wilderness operations under the supervision of qualified mountain guides. This course is a certification program which covers navigation, route finding, low impact travel, route plans, group management, helicopter usage, client care and pacing.

Prerequisite: ADVG 102

ADVG 244-2
Backpacking Guide (60 hours)

The Association of Canadian Mountain Guides Backpacking Guide course is intended for guides leading clients on multi-day trips in wilderness operations in forested and alpine terrain that does not require technical climbing, mountaineering, skiing or glacier travel where hand-balance movement is not required. This course is a certification program which covers navigation, route finding, group management, leadership and responsibility, environmental ethics, trip planning, lesson planning, record keeping and professional standards.

Prerequisite: ADVG 243

ADVG 245-2
Alpine Ski Instructor 1 (60 hours)

The Level I Ski Instructor Certification represents the first step for Canadian alpine ski instructors. This CSIA (Canadian Ski Instructors Alliance) Level I course will provide certification to those candidates who are successful in achieving the required performance standard. This course provides professional training in alpine ski instruction, and will provide an opportunity for personal ski improvement.

Prerequisite: Instructor's permission

ADVG 246-2
Swiftwater Rope Rescue (60 hours)

The Swiftwater Rope Rescue course is intended to provide rope system training as applied to the moving water environment. The course is structured parallel to the Provincial Emergency Program Rope Rescue Team Member course but is intended for participants from paddling backgrounds. This course is required prior to entry into the Swiftwater Rescue Instructor course. Content will include: rope handling principles, communication, rescue anchors, belays for multi-person loads, lowering and raising systems, patient and stretcher ties and attachments, recovering vessels, highline systems and telfers and rescue simulations.

Prerequisite: ADVG 157, ADVG 273, ADVG 111 and ADVG 103 or ADVG 113

ADVG 249-2
Kayak 2 (60 hours)

A white water skill development course intended to prepare participants for the Assistant River Kayak Instructor course of the Whitewater Kayak Association of B.C.

Prerequisite: ADVG 153 or Instructor's permission

ADVG 251-2
Moving Water Canoe Instructor (60 hours)

Advanced moving water canoeing skills leading to the BC Recreational Canoe Association Moving Water Instructor Certificate. Includes river hydraulics, advanced strokes, advanced paddling.

Prerequisite: ADVG 151, ADVG 103 or ADVG 113 and ADVG 248

ADVG 252-2
Canoe Tripping Instructor (60 hours)

Canoe tripping skills leading to the BC Recreational Canoe Association Trip Leader Certificate. Canoe tripping, trip planning, trip experience.

Prerequisite: ADVG 103 or ADVG 113 and ADVG 251

ADVG 253-2
Kayak 3 (60 hours)

Advanced whitewater kayaking skills and leadership leading to the Assistant River Kayak Instructor certificate of the Whitewater Kayak Association of B.C.

Prerequisite: ADVG 103 or ADVG 113 and ADVG 249

ADVG 254-2
Kayak 4 (60 hours)

In-depth whitewater kayaking instructional skills leading to the Whitewater Kayak Association of B.C. Senior River Kayak Instructor Certificate.

Prerequisite: ADVG 160 and ADVG 253

ADVG 255-2
Telemark Instructor (60 hours)

Nordic skiing leading to the CANSI Telemark Instructor Certificate. Advanced Nordic downhill techniques and teaching skills.

Prerequisite: ADVG 155 or ADVG 245 or Instructor's permission

ADVG 256-2
Nordic Ski Instructor 1 (60 hours)

The Canadian Association of Nordic Ski Instructors Level I Instructors course. An introduction to instructing Nordic skiing. Course content includes: classic, skating, and telemark technique, using telemark, skating and classic equipment. CANSI teaching progressions.

Prerequisite: ADVG 155

ADVG 257-2
Ski Tour 2 (70 hours)

Advanced backcountry skiing, route finding, evacuations, ski tour guiding, teaching backcountry skiing.

Prerequisite: ADVG 103 or ADVG 113, ADVG 156 and ADVG 159

ADVG 258-3
Guide Training For Skiers (80 hours)

An Association of Canadian Mountain Guides course on advanced backcountry ski tour guiding leading to the Assistant Ski Guide exam. Advanced backcountry skiing, guest management, route evaluation, and hazard management.

Prerequisite: ADVG 203 and ADVG 257

ADVG 259-3
Guide Training for Climbers – Rock (80 hours)

An Association of Canadian Mountain Guides course which includes knots, anchor systems, belay systems, climbing systems, rescue scenarios, hazard recognition and client management.

Prerequisite: ADVG 103 or ADVG 113, ADVG 157 & 158

ADVG 260-3
Guide Training for Climbers – Alpine (80 hours)

An Association of Canadian Mountain Guides course which includes: mountaineering techniques, peak ascents, glacier travel, and mountain guiding techniques.

Prerequisite: ADVG 159 and ADVG 259

ADVG 261-3
Assistant Rock Guide (80 hours)

An Association of Canadian Mountain Guides certification course. A professional rock guide evaluation course which demands a high level of rock climbing proficiency on long multi-pitch routes, sport-climbs, and top-rope climbs where no glaciation and no permanent or seasonal snow or ice exists.

Prerequisite: ADVG 203 and ADVG 259 or ADVG 260

ADVG 262-2
Rope Rescue (60 hours)

The B.C. Provincial Emergency Program Team Member course. Includes rope rescue systems, belays, lowers, raises, knot passing, rescue environments, and rescue simulations.

Prerequisite: ADVG 103 or ADVG 113, ADVG 259 or ADVG 280

ADVG 263-2
Rope Rescue Team Leader (60 hours)

The B.C. Provincial Emergency Program Rope Rescue Team Leader course. Includes advanced rope rescue techniques and rope rescue team leadership.

Prerequisite: ADVG 262

ADVG 264-2
Sea Kayaking 1 (60 hours)

Understanding of sea kayaking techniques and the ocean environment. Tides, ocean flora and fauna, sea kayak equipment, ocean safety, weather, rescues, navigation, and guiding techniques.

Prerequisite: ADVG 103 or ADVG 113, ADVG 150 and ADVG 153.

ADVG 265-2
Sea Kayaking 2 (60 hours)

Advanced sea kayaking instruction including guiding leadership, leadership criteria, ocean safety, rescues and trip planning. Includes the Association of Sea Kayak Guides Assistant Guide Exam.

Prerequisite: ADVG 203 and ADVG 264

ADVG 266-2
River Rafting 1 (60 hours)

The objectives of this course are to enable the participants to safely operate paddle and oar powered river rafts in Class 2 and 3 rapids. Students will acquire the knowledge and skills the legislated standards require for commercial guides in B.C. On the course all three types of craft (Paddle, Oar, and Motor) will be utilized in order for the student to gain an overall perspective of the raft guiding industry.

Prerequisite: ADVG 160 & ADVG 153

ADVG 267-2
Natural History 2 (60 hours)

A practical, in depth study of the flora, fauna, geographic features and ecosystems that comprise the natural environment within British Columbia. Intended to give students a functional understanding of the wilderness environment.

Prerequisite: ADVG 110 and ADVG 201

ADVG 268-2 (60 hours)
Natural History 3

An advanced, detailed study of the natural environment of British Columbia.

Prerequisite: ADVG 267

ADVG 269-2
Elective Activity (60 hours)

As approved by the Adventure Travel Guide Diploma Coordinator, students may receive credit for participation in additional adventure activity courses not taught within the Adventure Guide Diploma. Courses must be recognized training programs to receive consideration.

ADVG 270-2
Open Water Diver (60 hours)

This is the entry level NASDS (National Association of Scuba Diving) Open Water Scuba Diving certification program. Enables the participant to go sport diving anywhere in the world.

Prerequisite: ADVG 270

ADVG 271-2
Advanced/Master Diver (60 hours)

This course includes the NASDS (National Association of Scuba Diving) Advanced Open Water and Master Diver certifications. Includes search and recovery, underwater navigation, night diving, deep diving, and five specialty dive modules.

ADVG 272-2
Dive Supervisor (60 hours)

The first of the NASDS professional diver programs. Upon completion of this course participants are qualified to organize dive outings for groups and conduct dive tours.

Prerequisite: ADVG 103 or ADVG 113 and ADVG 271

ADVG 273-2
Swiftwater Rescue 2 (60 hours)

The Swiftwater Rescue technician II course which includes subjects such as: low and high angle rope applications, night SAR operations in river canyons, use of advanced techniques such as live bait rescues in steep creeks, and use of advanced equipment (including helicopters and self bailing rafts).

Prerequisite: ADVG 160

ADVG 274-2
Swiftwater Rescue Instructor (60 hours)

The Swiftwater Rescue Technician Instructor course which includes: advanced rescue technique reviews, simulations, instructional techniques, and instructional safety techniques.

Prerequisite: ADVG 203 and ADVG 273

ADVG 275-2
River Rafting 2 (60 hours)

River rafting instruction leading up to the B.C. River Rafting Guide Examination. Includes rafting equipment, maintenance, paddle rafts, oar rafts, case studies, raft management and guest management.

Prerequisite: ADVG 266

ADVG 276-2
Ice Climbing (60 hours)

Ice climbing techniques for both waterfall ice and mountaineering including systems for leading, anchors, and steep ice techniques.

Prerequisite: ADVG 158

ADVG 277-2
Mountain Photography (60 hours)

A 35 mm photography course for mountain guides with emphasis upon photo composition and the application of photography in the context of the guiding business.

ADVG 279-3
Ski Tour 3 (80 hours)

An advanced ski tour guiding course on Nordic or Randonee equipment, for those students who do not meet the prerequisite requirements for the ACMG Guide Training For Skiers course. Topics covered will include: guiding ski tours, terrain assessment, snow stability assessment, route finding, track-setting, decision-making, and hazard management.

Prerequisite: ADVG 257, ADVG 281 or ADVG 260 and ADVG 205

ADVG 280-3
Rock Climbing 2 (80 hours)

An advanced rock climbing course for those students who do not meet the prerequisite requirements for the ACMG Guide Training for Climbers-Rock course. The course includes: advanced ropehandling, lead climbing skills, guiding groups, anchor and belay systems, improvised rescue systems, and hazard recognition.

Prerequisite: ADVG 157 or Instructor's permission

ADVG 281-3
Mountaineering 2 (80 hours)

An advanced mountaineering course for those students who do not meet the prerequisite requirements for the ACMG Guide Training for Climbers - Alpine course. The course includes: advanced mountaineering technique, route finding, hazard evaluation, white-out navigation, glacier travel, improvised rescue, and guiding techniques.

Prerequisite: ADVG 158 or Instructor's permission

ADVG 282-3
Assistant Ski Guide (80 hours)

The Association of Canadian Mountain Guides Assistant Ski Guide Certification course. A professional ski guide evaluation course which demands a high level of backcountry skiing proficiency, avalanche hazard evaluation, route finding and decision making. Emphasis is upon professional ski guiding on telemark and randonee equipment in ski touring, ski mountaineering, and helicopter/snowcat operations.

Prerequisite: ADVG 159, ADVG 203 and ADVG 258

ADVG 283-3
Expedition Planning and Leadership (3,0,0)

This course is concerned with the planning and leadership of major international adventure expeditions. Aspects of expedition planning will include: identification and research of international expeditions, planning timelines and implementation schedules, permit acquisition, sponsorship, socio-political considerations, long-distance business planning, legal implications, food and equipment acquisitions, cargo shipping and local groundhandling. Aspects of expedition leadership will include: participant selection, roles and their delegation, leading in foreign countries, time management, supply and personnel considerations, expedition dynamics and leadership styles and record keeping.

Prerequisite: ADVG 105, ADVG 111, ADVG 190 and ADVG 204

ADVG 284-2
Sail Cruising 1 (60 hours)

This course is an introduction to coastal sail cruising. The course introduces the student to coastal cruising and explores how cruising interrelates with other aspects of coastal adventure tourism. The course is taught to the Canadian Yachting Association Basic Cruising Standard and is concerned with introducing the participant to planning and carrying out coastal cruises and developing competent coastal sailing skills.

Prerequisite: ADVG 101, ADVG 103 or ADVG 113, ADVG 110 and ADVG 112

ADVG 285-3
Instructional Skills Workshop (0,3,0)

The Instructional Skill Workshop (ISW) is a laboratory approach to the improvement of the teaching and learning process. Participants review basic ideas about teaching, check current practices, and within the safe environment of the workshop, try new strategies and techniques.

Prerequisite: ADVG 105

ADVG 290-2
Expedition 2 (60 hours)

A self directed 3-4 week expedition. Must be a significant achievement and may be international in nature.

Prerequisite: All required courses

ADVG 401-3
Business Applications for Adventure Tourism Management (3,0,0)

Applied business concepts as they pertain to the administration, management, marketing, and control of commercial adventure tourism operations. The course will discuss: administrative and management perspectives, applied marketing channels of distribution, niche identification, social-political aspects of the international marketplace, finance techniques, pricing methods, optic views and future products development.

Prerequisite: BBUS 312, BBUS 342 and BBUS 374; Admission to the Bachelor of Tourism Management Degree program.

ADVG 402-3
Legal Liability & Risk Management for Adventure Operations (3,0,0)

Applied legal concepts and risk management as they pertain to the administration, management, and control of both public and private adventure tourism operations. The course will discuss: legal liability concepts, owner and director liability, guide and leader liability, risk controls, risk financing, risk mitigation, evaluating country risk for international operations, insurance, planning and response document development, and post-incident strategies. There will be extensive use of case studies in this course.

Prerequisite: TMGT 225 or ADVG 206; Admission to the Bachelor of Tourism Management Degree program.

ADVG 403-3
Contemporary Perspectives in Adventure Tourism Management (3,0,0)

A study of contemporary issues as they pertain to the management of adventure tourism within the domestic and international marketplace. Although topics may vary from year to year depending upon current local and international trends, it is expected that subject matter will include such topics as: implications of technology on the wilderness experience, socio-political studies of international markets, cultural impacts of intrusive adventure travel, commercialization effects on the adventure traveller, philosophical implications of search and rescue response styles on the wilderness experience, etc.

Prerequisite: ADVG 101; Admission to the Bachelor of Tourism Management Degree program.

ADVG 404-3
Adventure Tourism Programming (3,0,0)

An in-depth study into the development, implementation and evaluation of programs designed for a wide variety of adventure tourism consumers. This course includes: defining and segregating the specific users, development of programs from client, environment, marketing and economic perspectives in the areas of risk, confidence and freedom, general and custom programs, and the creation of evaluation and modification loops in order to design and maintain program excellence.

Prerequisite: ADVG 101 and ADVG 212; Admission to the Bachelor of Tourism Management Degree program.

ADVG 405-3
International Adventure Tourism Development (1,2,0)

This course is the study of international adventure tourism development. Topics will include the research, planning, development and management of international adventure tourism products. Emphasis will be placed upon the development, research and perspectives of government, non-government organization, consultant, product developer, operator and traveler.

Prerequisite: ADVG 213 or equivalent

Corequisite: ADVG 410

ADVG 406-3
International Adventure Tourism Operations (1,2,0)

This course is the study of international adventure tourism operations. Topics will include the business organization, international tourism and trade policy, work permitting, joint ventures with in-country partners, training and certification, strategic planning and environmental policy.

Prerequisite: ADVG 213 or equivalent

Corequisite: ADVG 410

ADVG 407-3
Selected Topics in Nature-based and Adventure Tourism (0,3,0)

This course is designed to allow students the opportunity to investigate a specific field or topic in Nature-based or Adventure Tourism. Consultation with, and permission of, a Bachelor of Tourism Management faculty member and the Associate Dean is required. This means that the course is self-directed but the student must consult with and meet the requirements of a faculty member for the project.

Prerequisite: Third or fourth year standing in the Bachelor of Tourism Management Degree

ADVG 408-3
Research in Adventure Tourism (0,3,0)

This course is intended as an opportunity to conduct research into the areas of adventure and nature-based tourism. Each student will conduct research, compile the data into a presentable format and present their findings to the class.

Prerequisite: MATH 120, BUEC 232 and TMGT 402

ADVG 409-3
Nature-Based Tourism Policy, Planning and Development (1,2,0)

This course is the study of nature-based tourism policy, planning and development. Topics will include current national and international policy, national and international policy, best practices, government and non-government organization tourism environmental standards. Case studies will be used extensively.

Prerequisite: ADVG 213 or equivalent

Corequisite: ADVG 410

ADVG 410-6
Adventure Tourism Field Trip (0,0,70P)

This course is a field trip to study adventure tourism development, policy, planning and operations. Students will participate in a field trip and will use this field experience as a basis for lectures, discussion and reports.

Prerequisite: ADVG 213 or equivalent

ADVG 420-3
Recreation and Tourism Management (3,0,0)

The theory and practice of managing natural resource based recreation and tourism. This course will consider natural resource based recreation and tourism from social, economic, business and resource management perspectives. It will provide an introduction to the foundations of recreation and tourism in modern society, including resource management impacts on recreation and tourism, principles of recreation systems planning, and administration and management of natural resource based recreation and tourism businesses. It includes extensive use of case studies and current issue topics.

Prerequisite: Year 3 standing in the BNRS program

Animal Health Technology

ANHT 101-2
Laboratory Math (2,0,0)

This course is designed to provide AHT students with an understanding of the principles and techniques of mathematics and statistics which are used in their field of work. The emphasis is on calculating dosages including continuous intravenous infusion and on dilution of solutions. An introduction to statistics is included to allow the AHT to critically read journal articles and pharmaceutical claims and to facilitate research efforts.

Prerequisite: Admission to the AHT program.

ANHT 109-1
Animal Behaviour - 1 (1,0,0)

Animal behaviour is a growing field in Veterinary Medicine. This course will give the AHT student the skills needed to feel comfortable dealing with animal behaviour issues such as training methods, behaviour problems and animal temperament assessment.

This course, the first of four one-hour courses on animal behaviour, is an introduction to the normal behaviour of dogs and cats. It also includes a 4-week basic dog obedience class.

Prerequisite: Admission to the Animal Health Technology program

ANHT 151-1
Veterinary Terminology (1,0,0)

This one semester course will provide the student with the ability to define, pronounce and spell veterinary medical terms. Topics include work analysis for easier understanding, veterinary medical records and correct use of terminology.

Prerequisite: Admission to the Animal Health Technology program.

ANHT 152-2
Animal Nursing 1 (2,0,1)(L)

This four semester course covers a variety of aspects in the nursing care of animals ranging from basic animal behaviour and restraint to more technical diagnostic and medical procedures such as cystocentesis and necropsy. The focus of this course, however, is on day to day procedures performed by a technologist in a veterinary clinic.

Prerequisite: Admission to the Animal Health Technology program.

ANHT 153-2
Introductory Veterinary Immunology (2,0,0)

Topics covered in this course include non-specific and specific immune responses, antibodies and antigens, vaccination procedures, hypersensitivities and auto-immunity.

Prerequisite: Admission to the Animal Health Technology program.

ANHT 154-2
Veterinary Office Management (2,0,0)

This course is to familiarize the student with business aspects of a veterinary practice. The course will examine various non-medical functions within the practice and give the student an opportunity to become proficient in these functions.

Prerequisite: Admission to the Animal Health Technology Program.

ANHT 155-1
Computer Applications for Animal Health Technologists (0,0,2)(L)

This course is designed to introduce the student to a wide variety of computer applications, and to be familiar and comfortable with their usage.

Prerequisite: Admission to the Animal Health Technology Program.

ANHT 156-3
Pharmacology (3,0,0)

A lecture course outlining the various classifications and use of drugs utilized in veterinary practice.

Prerequisite: Chemistry 12 or CHEM 060. Admission to the Animal Health Technology program.

ANHT 159-3
Domestic Animal Anatomy and Physiology 1 (2,0,2)(L)

A basic course in the clinically relevant areas of anatomy and physiology of domestic animals. Topics include the nervous system, sense organs, musculoskeletal system, respiratory system, skin and associated structures, circulatory system, digestive system, genitourinary system, and endocrine system.

Prerequisite: Admission to the Animal Health Technology program.

ANHT 162-1
Animal Nursing 2 (1,0,1)

A continuation of Animal Nursing 1.

Prerequisite: Admission to the Animal Health Technology program.

ANHT 169-3
Domestic Animal Anatomy and Physiology 2 (2,0,2)(L)

A continuation of ANHT 159.

Prerequisite: Admission to the Animal Health Technology program.

ANHT 172-3
Veterinary Clinical Pathology for AHT's 1 (4,0,2)(L)

This course is intended to introduce the Animal Health Technology student to how clinical veterinary disease is diagnosed using laboratory techniques. The course will focus on principles of Haematology and Clinical Chemistry. These principles will then be applied to methods used to diagnose disease in the major body organs.

Prerequisite: Acceptance into the Animal Health Technology program.

ANHT 173-3
Veterinary Clinical Pathology for AHT's 2 (4,0,2)(L)

This course is a continuation of ANHT 172. It is intended to introduce the Animal Health Technology student to how clinical veterinary disease is diagnosed using laboratory techniques. The course will focus on principles of Haematology and Clinical Chemistry. These principles will then be applied to methods used to diagnose disease in the major body organs.

Prerequisite: ANHT 172

ANHT 180-3
Parasitology (2,0,2)(L)

Life cycles, control and identification of the common external and internal parasites of companion and food producing animals.

Prerequisite: Admission to the Animal Health Technology program.

ANHT 199-1
Animal Behaviour - 2 (1,0,0)

Animal behaviour is a growing field in Veterinary Medicine. This course will give the AHT student the skills needed to feel comfortable dealing with animal behaviour issues such as training methods, behaviour problems and animal temperament assessment.

This course, a continuation of Animal Behaviour 1, further develops the student's awareness, knowledge and skills in applied animal behaviour. The format of this one hour course will alternate between lecture and seminar/demonstation as the need arises.

Prerequisite: Admission to the Animal Health Technology program and successful completion of ANHT 109

ANHT 209-1
Animal Behaviour - 3 (1,0,0)

Animal behaviour is a growing field in Veterinary Medicine. This course will give the AHT student the skills needed to feel comfortable dealing with animal behaviour issues such as training methods, behaviour problems and animal temperament assessment.

This course, a continuation of Behaviour 1 and 2, continues to develop the student's knowledge and skills in applied animal behaviour. The emphasis in the theory component in this course is an in-depth study of specific common behaviour problems in dogs and cats. The practical component in the course may include guest speakers, field trips, case studies and advanced dog training skills.

Prerequisite: Admission to the Animal Health Technology program, successful completion of ANHT 199

ANHT 220-6
Clinical Practicum 4 (Two 3 week periods)

Students will spend a total of 6 weeks working for two private veterinary practitioners, or if applicable, may be allowed to do speciality practicums for a portion of this period.

Prerequisite: Admission to the Animal Health Technology program.

ANHT 251-3
Anaesthesia (3,0,3)(L)

An introductory course in veterinary anaesthesia. The lecture and laboratory sessions allow the student to develop a familiarity and competence with the various anaesthetic agents utilized in veterinary medicine, and their use in various species.

Prerequisite: Admission to the Animal Health Technology program.

ANHT 252-1
Clinical Practicum 1 (0,0,3)

The student will present a clinical case to the class. Students will also work on and identify unknown blood, urine and bacteriology samples.

Prerequisite: Admission to the Animal Health Technology program.

ANHT 253-2
Large and Small Animal Diseases (2,0,0)

An introduction to some of the common disease syndromes encountered in companion and food producing animals. Ruminant, Equine, Porcine, Canine and Feline diseases are discussed. Each disease is discussed according to etiology, symptoms, pathophysiology, clinical treatment and necropsy.

Prerequisite: Admission to the Animal Health Technology program.

ANHT 254-3
Large Animal Sciences (3,0,0)

An introduction to the husbandry of domestic farm animals. Basic genetic principles will also be covered.

Prerequisite: Admission to the Animal Health Technology program.

ANHT 255-1
Large Animal Clinics (0,0,3)(L)

Introduction to the care and management, confinement, restraint, and examination of farm animals. The student will become familiar with routine techniques - including Equine, Bovine, Ovine, Porcine and Avian species. Post mortem examinations and tissue sampling will be included.

Prerequisite: Admission to the Animal Health Technology program.

ANHT 257-3
Surgical Assistance 1 (2,0,3)(L)

The course covers the preparation of surgical instruments, operating room and patient. The most common surgical procedures in veterinary practice are carried out to allow the student to gain experience in assisting with surgery.

Prerequisite: Admission to the Animal Health Technology program.

ANHT 258-2
Radiology 1 (1,0,3)(L)

An introduction to the principles of radiology and radiographic technique in various species of animals.

Prerequisite: Admission to the Animal Health Technology program.

ANHT 259-1
Animal Nursing and Ward Care 3 (1,0,1)(L)

A continuation of Animal Nursing 1 and 2.

Prerequisite: Admission to the Animal Health Technology program.

ANHT 260-2
Field Work Experience (0,0,4)

This course consists of weekly guest speakers and/or tours, and a full week of off campus tours in the Spring.

Prerequisite: Admission to the Animal Health Technology program.

ANHT 261-1
Theriogenology (1,0,0)

The reproductive cycles involving breeding, fertility, artificial insemination, parturition and reproductive diseases of domestic animals are covered in a combination of lectures, demonstrations and practical experience.

Prerequisite: Admission to the Animal Health Technology program.

ANHT 262-1
Animal Nursing and Ward Care - 4 (1,0,1)(L)

A continuation of Animal Nursing 3.

Prerequisite: Admission to the Animal Health Technology program.

ANHT 263-1
Clinical Practicum 2 (0,0,3)

A continuation of ANHT 252.

Prerequisite: Admission to the Animal Health Technology program.

ANHT 264-3
Anaesthesia and Intensive Care (3,0,3)(L)

A continuation of ANHT 251 including specialized anaesthetic techniques, veterinary intensive care and fluid therapy.

Prerequisite: Admission to the Animal Health Technology program.

ANHT 265-1
Large Animal Clinics 2 (0,0,3)(L)

A continuation of ANHT 255. Demonstrations and practical experience including field trips to local production units. Included will be guest lectures on wildlife management, meat hygiene and health of animals techniques.

Prerequisite: Admission to the Animal Health Technology program.

ANHT 267-3
Surgical Assistance 2 (2,0,3)(L)

A continuation of ANHT 257.

Prerequisite: Admission to the Animal Health Technology program.

ANHT 268-2
Radiology 2 (1,0,3)(L)

A continuation of ANHT 258 but including more specialized radiographic techniques such as contrast studies.

Prerequisite: Admission to the Animal Health Technology program.

ANHT 269-2
Laboratory Animals (1,0,0) (1,0,1)(L)

This course is designed to introduce the student to the restraint and handling of common exotic pet and laboratory animal species. Discussion will be held involving research, vivisectionism and animal welfare.

Prerequisite: Admission to the Animal Health Technology program.

ANHT 270-1
Communications for Animal Health Technologists (1,0,0)

This course is designed to develop the student's skills in verbal and non verbal communications that she/he needs when dealing with clients. The course will also cover aspects of professional deportment and ethics.

Prerequisite: Admission to the Animal Health Technology program.

ANHT 299-1
Animal Behaviour - 4 (1,0,0)

Animal behaviour is a growing field in Veterinary Medicine. This course will give the AHT student the skills needed to feel comfortable dealing with animal behaviour issues such as training methods, behaviour problems and animal temperament assessment.

This course, the fourth of a series on the subject of applied animal behaviour, focuses on the integration of animal behaviour into small animal veterinary practice with an emphasis on the role of the AHT. The course will have a 'problem based learning' format, whereby much of the material covered in the course would be case-based with groups of students researching and reporting specific cases.

Prerequisite: Admission to the Animal Health Technology program, successful completion of ANHT 209

Anthropology

ANTH 111-3
Human Origins (2,1,0)

An introduction to the anthropological study of human origins. The course addresses the distinction between mythical and scientific explanations of the emergence of animal and human life. It outlines the basic principles of evolution and reviews the major stages of human prehistory. Although some attention is paid to the interplay between biology and culture, the course is designed for social science students who may lack extensive knowledge of biology.

Prerequisite: None

ANTH 119-3
Introduction to Archaeology (2,1,0)

An introduction to the discipline of archaeology, including the ways in which archaeologists reconstruct past cultures and lifeways, the development and major discoveries of archaeology, and the relationships between human material remains and human behavior. Students will gain an appreciation of what the past was like, what archaeological data are, and how archaeology is used to answer questions about the human condition.

Prerequisite: None

ANTH 121-3
Introduction to Cultural Anthropology (2,1,0)

A general introduction to cultural anthropology. The course is a survey of the main features of nonindustrial societies in various parts of the world. Subjects to be considered are: economy, political organization, kinship and marriage, forms of religious devotion.

Prerequisite: None

ANTH 214-3
Canadian Native Peoples (2,1,0)

An introduction to the present situation of Canada's Indians, Metis and Inuit, interpreted on the basis of contemporary and historical political, economic and cultural developments. Major topics include: the Indian Act, the reserve system, land claims, directed culture change, social consequences of paternalism.

Prerequisite: ANTH 121 recommended but not required

ANTH 215-3
Studies in Ethnography (2,1,0)

The course examines the process of cross-cultural understanding through the analysis of different styles of ethnographic writing and film-making.

Prerequisite: ANTH 121 recommended but not required

ANTH 219-3
Ancient North Americans (3,0,0)

A survey of the archaeological evidence for prehistoric colonization of North America, the expansion of Paleo-Indian hunters, the adaptations of archaic hunter-foragers to post-Ice Age environments, the origins of farming and village life, and the rise and fall of complex chiefdom societies. The course examines how technological innovations, population growth, natural resources, and social and ideological factors influenced the various cultural developments in different regions of North America.

Prerequisite: ANTH 119 recommended but not required

ANTH 223-3
Indians of British Columbia 2 (2,1,0)

A survey of the traditional Indian cultures of British Columbia as known through ethnography and archaeology. Topics will include regional variation and adaptation in economy, technology, language, religion, art, medicine, kinship, and social organization. The contemporary social problems of the native peoples are not part of this course.

Prerequisite: An intro course in Anthropology recommended.

ANTH 225-3
Sex, Gender and Culture (2,1,0)

A cross cultural survey of the different ways in which a biological condition (sex) is transformed into a cultural status. A central issue concerns the question whether there are 'natural' male and female behaviours that are expressed regardless of local cultural influences.

Prerequisite: ANTH 111/121 recommended but not required

ANTH 260-3
Minorities in the Modern World (2,1,0)

An introduction to the anthropological study of minorities, with special reference to the present position of indigenous peoples around the world. Case studies from North America, Europe, Asia, Russia and Oceania illuminate the concepts of genocide, ethnocide, pluralism and multiculturalism.

Prerequisite: ANTH 111/121 recommended but not required

ANTH 300-3/6
Current Issues in Cultural Anthropology (3,0,0)

The study of selected areas and communities drawn from around the world with an emphasis on problems of cross-cultural comparison and on theoretical issues of current importance in the discipline.

Prerequisite: ANTH 121

ANTH 303-3/6
Ethnography of Special Areas: Central and Eastern Europe (3,0,0)

A specialized survey of the cultures shaping Central and Eastern Europe including Russia. Primary areas of concern are the interplay between peasant and national culture and between ethnic and political identity.

Prerequisite: ANTH 121 or SOCI 111/121

Note: Different culture areas or regions may be selected in subsequent offerings of the course.

ANTH 305-3/6
Theory in Archaeology (2,1,0)(2,1,0)

Overview of major theoretical and methodological issues in archaeology, involving a history of archaeological thought, the formulation of research designs, and how archaeology fits into science. The student will gain an understanding of the general characteristics of the archaeological data base, and what paradigms, theories, and methods are used to address archaeological problems in culture, history, settlement, ecology, and technological change.

Prerequisite: ANTH 119 or ANTH 111 or ANTH 219 recommended but not required

ANTH 306-6
Summer Field Training in Archaeology (L)

Intensive training in excavation techniques, and interpretation, including mapping procedures, recording preliminary analysis, and reporting. Students will participate in an excavation for the Summer session and will use this field experience as a basis for lectures, discussion, and reports. Lab Fee required.

Prerequisite: ANTH 119 or 219, and 305 or 420, or permission of instructor

ANTH 312-3/6
Gender Relations (3,0,0)

The nature of gender relations, their social and cultural expression, and theories of gender inequality drawn from anthropological or sociological research. (Same course as SOCI 312)

Prerequisite: SOCI 111/121 or the permission of the instructor.

ANTH 326-3
Environmental Archaeology (2,2,0)

This course examines the ways in which archaeologists reconstruct past environments and the relationships between humans and important environmental resources and variables. Interdisciplinary data recovery and analysis methods from geology, soil sciences, botany, zoology, chemistry, physics, and ecology, have resulted in new specialties in archaeology, including zooarchaeology, paleobotany, raw material sourcing, geophysical and geomorphical analysis, paleoenvironmental reconstruction, and seasonality studies. Their applications will be illustrated by examples from the Paleolithic, through classical civilizations, to urban archaeology.

Prerequisite: ANTH 111 or ANTH 119 or ANTH 219; GEOG 111; GEOL 112 and GEOL 205 recommended

ANTH 327-3
First Nations Natural Resource Management (3,2,0)

A review of historical and contemporary issues shaping Aboriginal peoples' relationship to their lands and resources and the impact of governmental policies on this relationship. Topics will include the Indian Act, traditional aboriginal views of resource management, treaties, and analysis of current policies on resource management and aboriginal life.

ANTH 400-3/6
History of Anthropology (3,0,0)

The development of the major approaches in anthropology in their institutional contexts.

Prerequisite: ANTH 121 and ANTH 111 or 119

ANTH 401-3/6
Native Peoples of North America (3,0,0)

Native cultures of the United States and Canada; linguistic and cultural relationships; the culture of reserves and the reserve system in both countries.

Prerequisite: ANTH 121 or permission of instructor

ANTH 403-6
Ethnography of Special Areas—Field Course in East/Central Europe (3,0,0)

This course offers an advanced introduction to the societies and cultures of East/Central Europe by way of a month-long field trip to Austria, Czechoslovakia and Ukraine. Within this area, the religions, ethnic relations, economies and politics shaping the buffer zone between the European East and West are examined ethnographically.

ANTH 404-3
Peoples and Cultures of the North American Arctic (2,1,0)

This course introduces the North American sub-Arctic, Arctic, and High Arctic as discrete cultural regions. Surveying the historical, ecological and cultural diversity of the Arctic, this course reviews anthropological perspectives on the past and present lives and experiences of indigenous peoples who have made the high latitudes their home for millenia. This course documents patterns of social organisation among Inuit, Dene, and Metis with a secondary focus directed towards recent economic, political, and cultural trends in the region resulting from European contact, colonisation, and political devolution.

Prerequisite: ANTH 121 and third or fourth-year standing in Arts

ANTH 405-3
Canadian Status/Treaty Indian Reserve Communities (2,1,0)

This course will present Canadian reserve communities as distinct societies. A survey of status Indian reserve communities across Canada, this course chronicles the origin of the numbered reserve system historically by introducing the Indian Act, "Registered Indians," and the numbered treaty process. It surveys the variety of reserve communities nationally, as well as documenting present-day reserve conditions from the point of view of social scientists and Native writers alike. Prerequisite: ANTH 121 and third or fourth-year standing in Arts

ANTH 411-3/6
Prehistory of a Special Area in the New World

Analysis of the prehistory of a selected New World area, including a summary of the literature and discussion of relevant problems. The course will provide background for students in North, Central, and South America area studies. Typical offerings include the prehistory of Mesoamerica, the Southwest, North America, and the Mayan areas.

Prerequisite: ANTH 119 or 219 or 305 or 420 or permission of instructor

Note: Generally taught as companion course to ANTH 306

ANTH 415-3/6
Religion and Society (3,0,0)

Comparative study of religious beliefs and practices; relations between religious, social and political institutions; religion as a force for stability as well as change.

Prerequisite: ANTH 121 or SOCI 111/121

Note: SOCI 111/121 means not either/or, but both.

ANTH 420-3/6
Archaeology of British Columbia (3,0,0)

An advanced study of the prehistoric archaeology of interior or coastal Indians. A critical analysis of the archaeological evidence and interpretations of prehistoric cultural developments from selected field studies.

Prerequisite: ANTH 119 or 219, or permission of instructor.

ANTH 433-3/6
Directed Studies

General reading and/or a research undertaking, with the agreement, and under the supervision, of a Department faculty member selected by the student. No more than 6 credits of Directed Studies may be taken for credit towards a degree.

ANTH 460-3/6
Cultural Ecology and Cultural Evolution (3,0,0)

Social organization in the context of the theoretical approaches of cultural evolution and cultural ecology with particular emphasis on primitive

societies: kinship, political organization, warfare, economic organization, peasant societies, religious movements, underdevelopment, and social change.

Applied Business Technology (Formerly Office Administration)

If students do not have specific course requirements or prerequisites, but believe that they have knowledge equivalent to the prerequisites, they may seek permission from the chair to enroll in the course.

CAIB 101
Personal Lines (38.5 hours)

This is the first course of the Canadian Accredited Insurance Brokers (CAIB) program; a professional development program designed for customer service representatives, marketers, and producers in the general insurance industry.

CAIB 1 provides a comprehensive introduction to the general insurance industry and an in-depth study of personal lines coverages.

CAIB 110
CAIB 1 - Seminar (10 hours)

A review session for the week's topic in the CAIB 1 class, and an opportunity to further question and discuss issues with an experienced broker.

CAIB 1 is the first course of the Canadian Accredited Insurance Brokers (CAIB) program and provides a comprehensive introduction to the general insurance industry.

OAAC 100
Introduction to Bookkeeping (43 hours)

This course gives the student a grounding in double-entry accounting theory and an introduction to bookkeeping methods and related clerical procedures, such as petty cash and banking procedures. Introduction to Bookkeeping is designed as a hands-on course.

OAAC 251
Payroll Processing (36 hours)

An introductory course with the emphasis on practical, day-to-day questions and tasks encountered when processing payroll. Upon completion of the course the student will be able to interpret and use the common government payroll booklets, prepare and maintain typical payroll records and documents for a small business, and journalize and post payroll transactions to the general ledger.

OAAC 253
Accounting 1 (48 hours)

An introductory course in accounting covering the fundamentals of financial recording and reporting, the analysis and communication of financial events and an examination of the accounting postulates underlying the preparation and presentation of financial statements. This course is equivalent to Accounting 121.

Prerequisite: OAAC 100

OAAC 256
Computerized Accounting - Simply (36 hours)

This course familiarizes the students with ACCPAC Simply Accounting which is a completely integrated accounting software package, particularly suitable for the small business. Students will set up the accounting records and complete a variety of transactions (G/L, A/R, A/P, payroll, inventory) in practical simulations.

Prerequisite: OAAC 100 and OADS 100

OAAC 257
Computerized Accounting - QuickBooks (31 hours)

This course familiarizes students with QuickBooks an integrated computerized accounting system. Since QuickBooks is derived from Quicken (personal financial management software), it is currently used mainly by small businesses.

Students will set-up the accounting records and process a variety of transactions utilizing all the modules of QuickBooks.

Prerequisite: OAAC 100 and OADS 100

OAAC 260
Bookkeeping Systems (61 hours)

This course has two major topics: 1) a hands-on introduction to manual bookkeeping procedures and systems; and 2) solving basic business mathematical problems ranging from percentages to depreciation and interest.

Prerequisite: OAAC 100 and OAMA 100

OAAC 330
Computerized Accounts Receivable and Accounts Payable - ACCPAC (36 hours)

This course examines receivables and payables procedures in general and introduces students to the ACCPAC Accounts Receivable and Accounts Payable modules. Tutorials cover the operational features of both modules and standalone simulations. In conjunction with OAAC 340, a simulation integrating the G/L module to the A/R and A/P modules is completed.

Prerequisite: OAAC 100 and OADS 100

OAAC 340
Computerized General Ledger 2 - ACCPAC (31 hours)

This course familiarizes students with ACCPAC Plus – a relatively sophisticated general ledger and financial reporting software package. The student will complete a tutorial covering the operational features of the software. Several simulations are then completed covering: set-up of a general ledger; processing transactions; modifying and printing financial statements; using the Financial Reporter module; transferring information to a spreadsheet for further processing; and integrating the G/L module to the ACCPAC Receivable and Payable modules. A further topic in this course is the examination of computerized accounting software packages in general.

Prerequisite: OAAC 100 and OADS 100

OAAS 310
Electronic Spreadsheets (31 hours)

This is an introductory course to enable the student to become familiar with the concepts and applications of an electronic spreadsheet. The student will have the opportunity to do hands-on training and then to apply the knowledge and training to business applications and projects.

Prerequisite: OADS 100.

OABW 210
Business Writing (36 hours)

You will compose and write business communications incorporating effective letter and report writing techniques, correct grammar, punctuation, and spelling. Oral communication is also an integral part of the course. A section on formal and informal meeting procedures is also included.

Prerequisite: OACM 110

OACM 110
Business Communications 1 (67 hours)

This course provides the learner with a comprehensive, up-to-date, and relevant review in the use of correct English grammar, punctuation, spelling and writing skills. Each segment is reinforced by exercises, assignments, and tests which provide practice in applying these principles. Good communication skills are essential to a successful career in a business environment.

OACM 130
Legal Document Drafting and Grammar Review (93 hours)

This course provides a review of basic grammar, punctuation, spelling, and writing skills applicable to law firms. The student is also introduced to drafting Brandeis case briefs, Affidavits, Supreme Court Chambers Orders, Writs, Statements of Defence, Notices of Motion, and other relevant documentation.

OACO 250
The Canadian Office - Language and Culture: The Multicultural and International Workplace (36 hours)

This course is designed to provide the learner with the opportunity to apply learning to business related projects using a variety of software applications. The learner will be introduced to meeting procedures, Canadian office culture, and professional, ethical behaviour appropriate for the practicum placement and for a diverse workplace. The learner will be expected to organize and manage time effectively; exercise good communication, problem solving and critical thinking skills while working cooperatively with others.

The learner will research a topic relevant to career choice using various tools including the Internet, and present topics in an organized way, enhancing oral delivery with current presentation software.

Prerequisite: OACM 110, OAPR 110, and OAHR 310

OACP 240
Financial Reporting and Computer Graphics (31 hours)

This is a survey course that encompasses a variety of topics. Business owners and managers require information to make decisions. The student will learn how to prepare various reports, ranging from cash flow forecasts to aging of A/R. Spreadsheets and graphics will be studied and used to enhance the information.

Prerequisite: OAAC 253 and OAAS 310

OACP 241
Computerized Integrated Project (31 hours)

In this course, the student will set up and maintain accounting records for a simulated company, using source documents involving various transactions and records (G/L, A/R, A/P, payroll, inventory), and utilizing both manual records and a variety of software packages (Simply or ACCPAC, Excel, word processing).

Prerequisite: OAAC 256, OAAC 340 and OAAS 310

OACP 242
Introduction to Web Page Design (36 hours)

This course is an introductory course to familiarize the students with the concepts involved in creating web pages for business. Students will be introduced to hypertest markup language (HTML) and then move into Microsoft FrontPage to design web pages. The student will have the opportunity to do hands on training and then apply his/her knowledge to business applications and projects.

Prerequisite: OADS 100 and OAWP 100

OADB 100
Database / Records Management (31 hours)

This is an introductory course designed to familiarize students with the concepts and applications of an electronic database.

Prerequisite: OADS 100

OADO 100
Machine Transcription (25 hours)

Designed to teach students to transcribe business communications from machine dictation onto microcomputers. The coordination of keyboarding and transcribing skills to produce mailable documents will be emphasized. A review of the language arts skills of punctuation, spelling, editing, proofreading, and vocabulary will also be stressed.

Prerequisite: OACM 110

OADO 110
Introduction to Legal Transcription (31 hours)

Designed to teach students to transcribe law office communications from machine dictation onto microcomputers. The coordination of keyboarding and transcribing skills to produce mailable documents will be emphasized. A review of the language arts skills of punctuation, spelling, editing, proof-reading, and vocabulary will also be stressed.

Prerequisite: OACM 130

OADO 210
Legal Machine Transcription (31 hours)

Designed to teach students to transcribe a variety of law office documents and correspondence proficiently on microcomputers. Transcription of mailable documents on the first copy is stressed. Language arts skills of punctuation, spelling, editing, proofreading, and vocabulary are emphasized.

Prerequisite: OADO 110

OADS 100
Introduction to Computers & Operating Systems (26 hours)

This is an introductory course designed to introduce students to essential computer concepts and to provide an opportunity to perform hands-on operations using current operating systems.

OAFA 110
Computerized Financial Applications (27 hours)

This course is offered in conjunction with the Financial Records course, and is intended to introduce the learner to the process of creating and maintaining computerized financial accounting records using an accounting software package. Students are introduced to ACCPAC Simply Accounting, an integrated small business accounting system.

Prerequisite: OAFR 100

OAFR 100
Financial Records (40 hours)

This intensive course utilizes the business management package, entitled "Small Business Bookkeeping", developed by the Federal Business Development Bank. It is intended to introduce the student in a practical, hands-on way, to bookkeeping methods and the role of financial information in the effective management of a business.

OAHR 310
Business and Human Relations (31 hours)

Students will learn to develop the skills and techniques necessary to promote good business and human relations required in today's modern office environment.

OAHR 320
Applied Human Relations (36 hours)

This course will be building on the foundations introduced in the Human Relations course offered in the Fall semester. The students will learn how to apply different skills and strategies to deal effectively with difficult problems, conflict and confrontation in the workplace, and stress management. The students will also spend time developing their own personal plan for attitude renewal.

Prerequisite: Successful completion of the Fall semester of the Office Administration Program

OAIP 100
Introduction to Personal Lines (40 hours)

An introduction to procedures, paper flow, required information, and actual documents for personal lines insurance. This course, which complements CAIB 1 covering fundamental insurance concepts and theory, gives the student the “how to” of insurance paper flow. All the steps from initial quote, through to issuance of the policy and handling the claim are covered in a practical way using actual documents, forms and rating manuals from at least two insurance companies. Replacement cost evaluations, using BOECKH manuals, are completed. Case studies where students complete actual documents are utilized.

This course also serves to prepare students for the ICBC Autoplan Seminars and the Insurance Office Software course.

OAIP 110
Insurance Office Software (40 hours)

The primary purpose of this course is to provide a hands-on introduction to insurance office software. Students will be introduced to The Agency Manager, a widely-used software package, using CD-ROM computerized interactive training. Students will be provided 30 hours of computer lab time to complete the interactive training, interspersed with 10 hours of instructor-led seminar to review the material.

Prerequisite: OAIP 100

OAJS 300
Resume and Job Search (21 hours)

Students will participate in instructional sessions and activities involving preparation of resume and employment letters, job search strategies and interview techniques.

OALG 310
Introduction to the Law and Legal Citation (43 hours)

When someone says “See you in court”, what court do they mean, where is it located, and what steps must be taken before that day in court? Students who plan to work in a law office, or in the administration of justice system, must have an understanding of the general framework within which the law operates, as well as a specific understanding of the relationships between clients, lawyers, and support staff. There is much legal language to be learned, and some preparation of general documents.

OALG 350
Real Estate Practice 1 (43 hours)

British Columbia has a land title system that is the envy of the world. Real estate is still the bread and butter of most law firms, and errors in real estate are the largest claims against lawyers' insurance. Learn how the land title system operates, and become skilled at producing the standard form documents that were prescribed as of April 1, 1990. Students will process a standard residential real estate file from the initial title search, through to the closing, and on to the final reporting letter and client account.

Prerequisite: OALG 310

OALG 360
Real Estate Practice 2 (43 hours)

Building upon the knowledge and skills developed in OALG 350, this course covers the elements of the contract of purchase and sale. Matters that occur in real estate practice such as leases, options to purchase, builder's liens, and certificate of lis pendens will be identified. Students will process straight forward transfers of commercial property.

Prerequisite: OALG 350

OALG 380
Contract and Tort Law: Theory and Defences (51 hours)

Contract law is the heart of real estate practice and company law, and the source of much litigation. Students will review the types of contracts encountered in OALG 310, 350 and 360, looking particularly at possible breaches of contract, and the usual remedies. They will learn to identify torts, with a basic understanding of their key elements, and look at contributory negligence, using a standard motor vehicle accident claim as example.

Prerequisite: OALG 310 and OAWP 365

OALG 410
Litigation 1 (51 hours)

Litigation, or the threat of litigation, is what it means to live “under the law”. Many cases are won or lost on procedure and there is much specialized language and procedure. Students will process and keep control of a motor vehicle accident file, as if your firm acted for either a Plaintiff or the Defendant.

Prerequisite: OAWP 365 and OALG 380

OALG 420
Litigation 2 (51 hours)

This course builds upon the knowledge and skills developed in OALG 410, and covers common interlocutory motions that make litigation slow, uncertain and expensive: motions to strike out pleadings, motions for particulars, motions for summary judgement, injunctions, or motions for a reference to the Local Master of the Supreme Court. Students will also prepare a Bill of Costs.

Prerequisite: OALG 410

OALG 430
Family Law (43 hours)

The usual matters involved in a family law practice are divorce, separation agreements, and Family Relations Act proceedings, where the parties try to win or settle the outstanding issues between them, usually support, custody of children and property. This area of law involves interlocutory proceedings, some of which we will look at, and students will prepare separation and marriage agreements, and pleadings and proceedings in contested family matters.

Prerequisite: OAWP 365 and OALG 420

OALG 440
Wills and Estates (35 hours)

Students will prepare a simple will, and the other documents required in support of an application for probate.

Prerequisite: OALG 310 and OAWP 365

OALG 450
Company Law (30 hours)

This course sets out to familiarize the legal secretary with routine elements of company law such as setting up a company with Articles and a Memorandum of Association, and keeping it going with annual general shareholders meetings and elections of officers and directors. Some aspects of company operations and corporate finance will also be covered.

Prerequisite: OALG 360 and OAWP 365

OALG 500
Practicum (3 weeks)

Students spend three weeks working in a law firm during their third semester to observe and learn daily office routines and to assist the host lawyer(s) by performing tasks as directed.

Prerequisite: Successful completion of all courses

OALG 510
Legal Research (22 hours)

Students will research a topic relevant to law in Canada today and write a major paper on it using online databases as well as standard research tools. During their practicum, students will prepare a procedure manual from information gathered at the law firm.

Prerequisite: Successful completion of all courses taken to date

OAMA 100
Business Math and Calculators (17 hours)

This course is designed to provide a review of basic math skills specifically related to business documents and activities, and to develop operating techniques and skills in the use of electronic printing calculators.

OAMD 110
Medical Terminology 1 (75 hours)

This fundamental course introduces the student to the terminology of medicine. The student will be able to correlate an understanding of medical word elements with the basic anatomy, physiology and diseases of the human body. Definitions, spelling and pronunciation of medical terms are emphasized.

OAMD 210
Medical Terminology 2 (75 hours)

This course is a continuation of Medical Terminology 1.

Prerequisite: OAMD 110

OAMD 214
MOA Administrative Procedures (60 hours)

Provides the MOA student with the administrative skills necessary to function effectively in a medical office.

OAMD 215
MOA Clinical Procedures (55 hours)

This course covers theory and the principles and practice of: monitoring vital signs; aseptic technique; lab procedures; speciality examination procedures and preparation for diagnostic procedures; allied health fields; violence prevention; WHMIS.

Prerequisite: OAMD 110

OAMD 216
Introduction to Pharmacology for MOAs (30 hours)

This course provides the students with the principles of basic pharmacology and drug administration for the medical office. Integral parts of the course are spelling and pronouncing drug names, and using drug reference books.

Prerequisite: OAMD 110

OAMD 285
Medical Machine Transcription 1 (35 hours)

This course is designed to introduce the student to the transcription techniques and formatting rules used in transcribing basic medical reports and letters using a microcomputer.

OAMD 286
Medical Machine Transcription 2 (90 hours)

This is a continuation of Medical Machine Transcription 1, and is designed to develop familiarity with spoken medical terms in a variety of medical reports.

Prerequisite: OAMD 110 and OAMD 285

OAMD 287
Medical Machine Transcription 3 (90 hours)

This course is a continuation of Medical Machine Transcription 2, and emphasizes the specialized vocabulary and formatting of History and Physical Reports and Radiology Reports.

Prerequisite: OAMD 286

OAMD 530
Medical Billing Procedures (25 hours)

This course is designed to introduce the student to medical billing procedures for the Medical Services Plan of B.C.

Prerequisite: OAMD 110, OADS 100 and OAWP 100

OAPR 110
Office Procedures (31 hours)

This course is designed to assist students in developing interpersonal skills and demonstrating competency in the following business skills: telephone techniques, receptionist procedures, filing techniques, office systems management, and oral communications.

OAPR 120
Law Office Procedures (31 hours)

This course is designed to assist students in developing interpersonal skills and demonstrating competency in the following law office skills: telephone techniques, receptionist procedures, filing techniques, office systems management, and diarization procedures.

OAPR 130
Insurance Office Procedures (40 hours)

Designed to assist students in developing interpersonal skills and demonstrating competency in the following business skills: telephone techniques, receptionist procedures, filing techniques, office systems management, and oral communications.

OAPR 210
Applied Office Procedures (50 hours)

This course is designed to assist students review of basic office procedures discussed in the first semester. The students will then apply these skills during a hands-on, 30-hour office experience in the business environment. The instructor arranges the placements for the students.

Prerequisite: Successful completion of the Fall semester of the Office Administration program

OAPR 500
Practicum (2 weeks)

Students spend time working in an appropriate office setting during their final semester, to observe and learn daily office routines, and assist the host employer by performing tasks as required.

Prerequisite: Successful completion of all courses taken to date

OAPV 510
Perspectives (21 hours)

Students will research a topic relevant to their profession and produce a written report for oral presentation to the class. Students will prepare a procedure manual from information gathered during their practicum and present it to the class.

Prerequisite: Successful completion of all courses taken to date.

OATS 100
Introduction to Keyboarding (30 hours)

The course provides the learner with the necessary techniques to keyboard accurately at a minimum of 25 nwpm using the alpha and numeric keyboard.

Prerequisite: OATS 101

OATS 101
Online Learner Success (10 hours)

This course is designed to introduce the learner to the skills necessary to be a successful learner in the online environment. Upon completion of the course the learner will: create, send, and reply to e-mails; use basic internet skills; access WebCT; use the bulletin board and chat in WebCT.

OATS 300
Keyboarding Speed and Accuracy Development (45 hours)

This course is designed to develop speed and accuracy on the computer through drills and regular speed tests.

OAWP 100
Word Processing (94 hours)

The course introduces students to the theories and practical applications of one of the most popular word processing programs. Students will have the opportunity to learn word processing for employment purposes using step-by-step exercise at the computer.

OAWP 365
Advanced Word Processing for Legal Support Staff (86 hours)

In this advanced course, students will review the principles and techniques of word processing on the microcomputer, in addition to frequently used operations and applications specific to the legal office.

Prerequisite: OAWP 100 or equivalent

OAWP 366
Advanced Word Processing for Legal Support Staff: International (50 hours)

In this advanced course, students will review the principles and techniques of word processing on the microcomputer, in addition to frequently used operations and applications specific to the legal office.

Prerequisite: OAWP 100 or equivalent

OAWP 370
Advanced Word Processing (72 hours)

This is an advanced course in word processing on the microcomputer. Students are encouraged to produce documents suitable for inclusion in their own portfolio.

Prerequisite: OAWP 100

OAWP 385
Windows Integration (36 hours)

In this course students will learn to exploit the high level of integration available under the Windows environment. Students will explore important Windows concepts such as multitasking and object linking and embedding (OLE). This course will focus on the many ways that information can be shared and exchanged between applications.

Prerequisite: OADS 100, OADB 100, OAAS 310, OAWP 370

Applied Science

APSC 120-1
Introduction to Engineering (1,0,0)

This course uses guest speakers, videotaped material and field trips to provide students with an orientation to a career as a professional engineer.

Prerequisite: Admission to Engineering Transfer Program

Adult Special Education

ASET 001
TREE—Communication 1

This is a course in interpersonal communication. Students will learn the importance of communication in the workplace, verbal and non-verbal communication messages, how to get along with others, effective personal presentation and beginning conversational skills. Students will be asked to do self evaluation on different aspects of communication taught in the course as well as receive evaluation by the instructor in a format based on those typical to employment evaluations.

ASET 002
TREE—Work Issues 1

This course examines different occupations and issues related to the work environment. The student decides which occupations they want to consider and does a job and self assessment to determine what skills and knowledge each occupation requires. Students will learn about job requirements, job search skills, and the importance of time and stress management. Also significant to this course will be issues that affect a person's ability to work, such personal health, nutrition, safety and first aid.

ASET 003
TREE—Workplace Academics 1

This course covers academics essential to work. Within the area of reading, the students will learn job vocabulary, workplace hazardous material information systems (WHMIS) codes, international codes, and functional signs. In the area of writing, students will fill out application forms, memos, phone messages, etc. In the mathematics, students will learn money management skills, time and calendar organization, and practice using calculators.

ASET 004
TREE—Field Experience

The focus of this course will be to expose the students to many different occupational fields. With this in mind, the students will visit a wide range of possible workplaces within the Kamloops area. Once a student has found their area of interest, an opportunity to job shadow that occupation for a day will be arranged.

ASET 011
TREE–Communication 2

This course builds on skills learned in the first semester. Students will examine the communication involved in working with others, telephone manner, expressing and clarifying needs and responsibilities in the workplace. Students will have the opportunity to learn assertiveness skills and learn how to accept criticism constructively.

ASET 012
TREE–Work Issues 2

This is a continuation of Work Issues 1. Students will learn about their rights as an employee and advocacy in the workplace. Interview skills, resume writing and overall preparation for getting a job and keeping the job will be covered. Existing computer skills will be improved or for those without computer skills, basic computer familiarity will be taught.

ASET 013
TREE–Workplace Academics 2

This course is a continuation of Workplace Academics 1. Students will increase their competencies in both Math and Reading/Writing skills. The teaching in this course is individualized so that students will be challenged at their level of competence.

ASET 015
TREE–Work Experience 1

Students choose a variety of short term work placements over the term. An evaluation of each placement is made by the student and the employer. The information is used to help the student decide on their future, the occupation that they want and where they want it to lead. Also, time is spent evaluating the training required to do a job in their field of interest and re-training available to them should they want to progress in a particular area. Three work experiences of approximately 1 to 3 weeks each are completed.

ASET 022
TREE–Work Issues 3

This course is a continuation of Work Issues 1 and 2. Students will learn about stress management as well as time management. More advanced communication skills will be practiced by students as well as personal presentation in an employment arena. Students will improve their abilities to write a resume, fill out an application and type a covering letter. The ability to do all of the above independently is an important aspect of this course. Computer skills will be improved.

ASET 025
TREE–Work Experience 2

This a continuation of Work Experience 1. The work experiences are of longer duration than in the previous semester and the students narrow down their choices of job placement. Assessments are made by the student, employer and instructors. The information is used to help each student decide where he/she would like to work. There are two work experiences of 2 to 3 weeks each.

ASET 030
Employment Skills 1

This course begins by describing those skills needed by an effective and reliable employee. The following topics are covered in detail: grooming and hygiene, job relationships, communication, punctuality, motivation and productivity, and self-confidence. The emphasis is on gaining and maintaining those skills needed to keep a job. Students will be evaluated on their ability to demonstrate these skills.

ASET 031
Academic Skills 1

This is an individualized course where students work at their own pace and level to improve their skills both in literacy and math as it relates to the workplace. Some of the topics include: reading and following directions, work vocabulary, taking messages, the metric system, using a calculator and money skills. Students are evaluated in terms of being able to demonstrate skills in each of these topics.

ASET 034
Kitchen Assistant 1

In this course students will begin to learn those skills needed to work in a commercial kitchen. Students will learn kitchen clean up, sanitation, basic food prep and use of kitchen equipment and machines. Safety will be stressed. Students will work in the CAC cafeteria where they will learn to follow direction, organize work and work as a team member.

ASET 035
Automotive Repair Shop Assistant 1

This course introduces students to a variety of basic tasks encountered in the automotive industry. Knowledge of and the practice of safety in the auto shop is emphasized. Skills to be covered include exterior detailing of cars, selection, use and maintenance of tools and equipment, and basic service and repair of vehicles.

ASET 036
Retail Worker 1

In this course students will be introduced to the skills needed to work in an entry level position in a retail environment. These skills include communications, teamwork, human relations, and computer literacy. Students will be given hands-on experience in shelving, merchandising and stock taking in a retail environment. Concepts introduced in the classroom will be reinforced with hands-on experience in real-time retail environment.

ASET 040
Employment Skills 2

As well as building on the skills learned in the first semester, topics to be covered include: job attitudes, time management, and job search skills. Writing a resume, role playing and job interview situations are an important part of this course.

ASET 041
Academic Skills 2

This course builds on the skills covered in the first semester. More advanced topics such as filling out forms, writing letters, calculating a monthly budget based on projected earnings etc. will be covered.

ASET 044
Kitchen Assistant 2

Students will continue in the CAC kitchen where they will become aware of the daily operation of a commercial kitchen and develop the necessary speed. Specific food topics will be introduced and practiced in a small lab setting. Students will prepare to write the Provincial Food Safe exam.

ASET 045
Automotive Repair Shop Assistant 2

This course allows students to further their skills in the automotive shop. Oil changes and checking fluid levels will be learned and practiced. Students will also be able to correctly dismantle a vehicle and complete interior detailing of vehicles.

ASET 046
Retail Worker 2

In this course students will continue learning the skills needed to work in a retail business. They will cover Customer Relations, Telephone and Cashiering Skills. Students will also continue working on Computer Skills, particularly learning how to apply their knowledge in a retail business. Students will learn other skills such as merchandising, inventory control and security procedures.

ASET 050
Practicum

Students complete this program with an eight week practicum in a business related to their field of training. Students will be required to work on a full time basis and perform the functions of an entry level employee. Students are expected to demonstrate the skills learned in the program. Students must successfully complete this practicum in order to receive their certificate.

ASET 051
Practicum

Students are required to complete a six-week practicum in a business related to their field of interest. Students will be required to work as a regular employee and perform the duties of an entry-level employee. Practicums are negotiated individually to suit the needs of both the students and the employer.

Prerequisite: Completion of all courses in the Workplace Skills Training (WST) Program

Astronomy

ASTR 113-3
Introduction to Astronomy (3,0,0)

A general interest introductory course in astronomy. This course is presented at a level suitable for the non-science student. Topics include: exploring the night sky, the sun, moon, planets, and minor members of the solar system; the nature of stars; stellar evolution; galaxies; cosmology.

Prerequisite: None

Note: Science students are strongly encouraged to take ASTR 230 instead of ASTR 113.

ASTR 230-3
Introductory Stellar and Galactic Astronomy (3,0,3*)

This course is intended to give the science student (or any student with an interest in the more technical aspects) a background in stellar and galactic astronomy. Topics include planetary motion, stellar properties, binary and variable stars, star clusters, the Galaxy, external galaxies and cosmology. A 3-hour laboratory will take place every 2 weeks.

Prerequisite: Physics 113 or 110 or 115; MATH 100, 110, 114 or 115, or Physics 12 and Math 12 and consent of the instructor

*** Denotes labs run alternate weeks**

Animal Welfare

AWCP 170-3
General Animal Welfare

This course is intended for employees of animal care facilities who are relatively new to the organization. Some material directly pertaining to the BCSPCA is included but all of the information can be utilized by a student interested in animals and the animal humane movement. The modules in the course include topics such as Animal Care, Legal Issues, Human Conflict Resolution, the Business of Running a Shelter, Safety in the Workplace and Humane Education.

AWCP 171-3
Advanced Animal Welfare

This course is directed at the more experienced employees of an animal care facility or at students with an extensive background in animal care. The emphasis is more on management techniques (fundraising, managing volunteers, managing employees). Animal and human-animal relations are investigated in more depth with an emphasis on activities outside the animal care facility (abuse investigations, injured domestic and wild animals, public education). Students with experience in these areas could proceed directly to AWCP 171 without taking AWCP 170. The modules in this course include Animal Care, Legal Issues, Human Conflict Resolution, Business Management, Humane Education, Managing Volunteers, Fundraising and Safety in the Workplace.

Business Studies

BUEC 204-3
Managerial Economics (3,1,0)

Emphasis is upon economic models to business decision making and, in particular, on the rational analysis of choice alternatives within the firm. Topics will include consideration of optimizing techniques and analysis of risk, demand analysis, production and profit, long term investment decisions, and business forecasting.

Prerequisite: MATH 140, ECON 190 and 195 (Grades of C- or better)

Note: Students may not receive credit for both BUEC 204 and ECON 290

BBUS 214-1
Quantitative Methods 1 (1,0,1)

Only for students planning transfer to B.Comm. at UBC. BBUS 214 + BUEC 232 + BUEC 333 provides the equivalent of COMM 290 + COMM 291. Topics may vary year to year to maintain equivalency.

Prerequisite: MATH 140 and 141 or equivalent (Grades of C- or better)

Corequisite: BUEC 232

BBUS 220-1
Introduction to Business and Management (1,0,0)

Only for students planning transfer to B.Comm. at UBC. BBUS 220 + BBUS 272 provides the equivalent of COMM 292. Topics may vary from year to year to maintain equivalency.

Prerequisite: MATH 140 and 141 or equivalent

Corequisite: BBUS 272

BBUS 221-3
Financial Accounting (4,0,0)

This course offers an introduction to the fundamentals of financial accounting from the perspective of the user. Topics include objectives, format, content, and analysis of the income statement, balance sheet, and cash flow statement; basic accounting principles and assumptions; the basic accounting cycle; accounting for current and non-current assets; accounting for current and non-current liabilites; owner's equity; and revenues and expenses.

Prerequisite: 15 credits

Note: Students will not receive credit for both BBUS 221 and ACCT 100

BUEC 225-3
Capital Markets and Institutions (3,1,0)

The economic environment in which businesses operate including the role of the Bank of Canada, analysis of domestic and international money markets and institutions, and the basic capital asset valuation models.

Prerequisite: ECON 190 and ECON 195 (Grades of C- or better)

Note: Students may not receive credit for both BUEC 225 and ECON 310

BUEC 230-1
Probability for Business and Economics (1,0,0)

An introductory course designed for Business students who have taken MATH 120, and have not taken MATH 110. The course is designed to fill in the missing components of BUEC 232 that are not covered in MATH 120. Topics covered include probability, discrete random variables, distributions other than the binomial distribution, the sampling distribution and hypothesis testing of variances. Upon completion of this course with MATH 120, the student will be given an exemption for BUEC 232.

Prerequisite: MATH 120 (Grade of C- or better)

Note: Students who have taken MATH 110 or BUEC 232 may not receive credit for BUEC 230.

BUEC 232-3
Economic and Business Statistics 1 (3,1,0)

An introduction to elementary statistical techniques with emphasis on their application to business and economics.

Prerequisite: ECON 190 or ECON 195, and MATH 140 (Grades of C- or better); 30 credits.

Note: Students may normally receive credit for only one of the following: BIOL 300, BUEC 232, MATH 120, PSYC 210, SOCI 371, STAT 200.

BUEC 233-3
Economics and Business Statistics 2 (3,1,0)

An introduction to more advanced statistical techniques including econometrics and operations research. Students will be required to apply the statistical techniques covered in the course to data they collect in analyzing problems of individual interest.

Prerequisite: BUEC 232 (Grade of C- or better)

Note: Students may not receive credit for both BUEC 233 and BUEC 333.

BBUS 237-3
Introduction to Computers and Information Systems in Business (3,1,0)

An introduction to computer based information systems and to their applications in business, including discussion of issues involved in the use of information systems by management. The course will also provide hands-on tutorial experience in the use of computers, with particular emphasis on Microsoft Excel and the internet to assist in making business decisions.

Note: Students may not receive credit for more than one of COMP 100, 135 and 170 and BBUS 237.

BBUS 254-3
Management Accounting (4,0,0)

This course offers an introduction to the fundamentals of management accounting. Topics include cost accounting terminology, job costing, process costing, activity-based costing, cost-volume-profit analysis, budgeting, standard costing, variance analysis, responsibility accounting, variable costing, transfer pricing, and decision making.

Prerequisite: BBUS 221

Note: Students will not receive credit for both BBUS 254 and ACCT 101.

BBUS 272-3
Organizational Behaviour and Management (3,1,0)

An introductory examination of work organizations and the behaviour of individuals within them. The five modules covered are: understanding and managing individuals in organizations; interpersonal relationships and communications; understanding and managing groups; understanding and managing organizations and understanding and managing organizational change.

Prerequisite: ENGL 110, or ENGL 111, or PHIL 111; 15 credits

Note: Students will not receive credit for both BBUS 272 and BBUS 372.

BBUS 303-3
Business in Society (4,0,0)

This course examines the changing role of business in Canadian society. Emphasis is placed on the historical, social and political developments which have shaped and continue to shape the Canadian business community.

Prerequisite: 60 credits

BUEC 304-3
Managerial Economics (3,1,0)

Emphasis is upon the relevance of economic models to business decision making and, in particular, on the rational analysis of choice alternatives within the firm. Topics will include consideration of optimizing techniques and analysis of risk, demand, production and profit; long term investment decisions; and business forecasting.

Prerequisite: ECON 190 and 195 (Grades of C- or better)

Note: Cannot be used for upper division Arts credit. Students may not receive credit for both BUEC 304, BUEC 204, or ECON 290.

BBUS 312-3
Business Finance (3,1,0)

Role and function of financial managers, financial analysis, compound interest valuation and capital budgeting, management of current assets, introduction to financial instruments and institutions.

Prerequisite: BBUS 221 and BBUS 254; 60 credits

BBUS 313-1
Canadian Securities (1,0,1)

This course examines aspects of business and the securities industry necessary to prepare the student to write the Canadian Securities Course examination administered by the Canadian Securities Institute.

Prerequisite: BUAD 151, BUEC 225, BUAD 252, ECON 310, or BBUS 315

BBUS 314-3
Financial Statement Analysis (4,0,0)

This course offers an in-depth understanding of the format and reporting limitations an organization's financial statements, and how this information can be analyzed using financial ratios and other measures to determine a firm's liquidity, solvency, efficiency, and profitability. Case studies will be used extensively to reinforce the concepts of this course

Prerequisite: BBUS 221, BBUS 254

Corequisite: BBUS 312

Note: Students will not receive credit for BBUS 314 if taken subsequent to completing BBUS 320.

BBUS 315-3
Investments (4,0,0)

Introduction to personal and institutional investment and portfolio management, approaches to security analysis, efficient markets, portfolio theory, capital asset pricing model, option pricing.

Prerequisite: BBUS 312 and either BUEC 233 or BUEC 333

BBUS 320-3
Intermediate Financial Accounting 1 (4,0,0)

This is the first of a two-course sequence dealing with the preparation of the income statement, the statement of retained earnings, and the asset side of the balance sheet. Topics include accounting professions; the theoretical framework; discontinued operations; extraordinary items; accounting changes; cash; temporary investments; receivables; inventory; the costing, amortization, disposal and write-down of capital assets; and deferred charges including R&D costs.

Prerequisite: BBUS 221 and 60 credits

BBUS 321-3
Intermediate Financial Accounting 2 (4,0,0)

This is the second of a two-course sequence dealing with the preparation of the current liabilities, long-term liabilities, and shareholders' equity sections of the balance sheet and the cash flow statement. Topics include sales taxes, estimated liabilities, payroll accounting, bank lending, bonds payable, subsidized borrowing, advanced corporate accounting, derivative securities, earnings per share, future benefits, leases, and future income taxes.

Prerequisite: BBUS 320

BBUS 325-3
Intermediate Management Accounting (4,0,0)

This is an intermediate course in management accounting. Topics include an in-depth study of general purpose and special product costing systems; spoilage/ rework and scrap; cost estimation; linear and non-linear CVP; production, quality and pricing decisions; capital budgeting; operational budgeting; variance analysis; decentralization, segmented reporting, transfer pricing, performance evaluation and incentive systems. Spreadsheet applications will be used extensively to reinforce course concepts.

Prerequisite: BBUS 312, BBUS 336

BBUS 329-3
Income Taxation 1 (4,0,0)

The is the first course of a two-course sequence that examines the underlying principles, concepts, and methodology of income taxation in Canada. Topics include the determination of residency, liability of tax, computation of income, employment income, business income, calculation of taxes payable, capital cost allowance and eligible capital property. A tax software package will be used to illustrate preparation of an individual's tax return.

Prerequisite: BBUS 254 and 60 credits

BBUS 330-3
Income Taxation 2 (4,0,0)

This is the second of a two-course sequence that examines the major tax concepts and the specific provisions of the Income Tax Act. Topics include the taxation of corporations, corporate distributions, capital gains, trusts, partnerships, and selected topics in estate planning and corporate reorganizations.

Prerequisite: BBUS 329

BUEC 333-3
Economic and Business Statistics 2 (3,1,0)

An introduction to more advanced statistical techniques including econometrics and operations research. Students will be required to apply the statistical techniques covered in the course to data they collect in analyzing problems of individual interest.

Prerequisite: BUEC 232 (grade of C- or better); 60 credits

Note: Students may not receive credit for both BUEC 333 and BUEC 233.

BBUS 336-3
Management Science (3,1,0)

The application of Management Science and Excel based modeling techniques to the analysis of marketing, finance, production, organizational and administrative problems.

Prerequisite: BUEC 233; 60 credits

BBUS 343-3
Introduction to Marketing (4,0,0)

The environment of marketing: relation of social sciences to marketing; marketing theory, strategy and research; consumer behavior, distribution, new product development, pricing, promotion, the development of integrated programs.

Prerequisite: ECON 190 and ECON 195; 60 credits

BBUS 344-3
Business-to-Business Marketing (4,0,0)

The marketing of products and services to industrial and other non-consumer buyers. The student will be expected to apply previously acquired marketing skills to purchasing situations which arise between organizations, including resource based organizations.

Prerequisite: BBUS 343

BBUS 345-3
Professional Selling/Sales Management (4,0,0)

The course is designed to provide the student with an overall view of the professional selling functional area. Students come to understand the role of personal selling in marketing, in society and its application within organizations. Topics include: The Field of Selling, Building Professional Relationships, The Buying Function, The Selling Function, Negotiating, Strategic Planning & Sales Management, Designing Sales Territories, Sales Human Resource Management, Social, Ethical & Legal Issues in Selling. Students are expected to participate in role play and simulated selling situations.

Prerequisite: BBUS 343

BBUS 346-3
International Business (4,0,0)

Study of the international environment and its impact on business behavior, cultural, social, economic and institutional factors; major functions of international business; export and import trade, foreign investment, production and marketing operations; theoretical principles, government policies, business practices.

Prerequisite: 60 credits

BBUS 348-3
Introduction to Marketing Research (4,0,0)

A course in the management of marketing research. The basics of the design, conduct and analysis of marketing research studies.

Prerequisite: BBUS 343, BUEC 233

BBUS 374-3
Organization Theory (4,0,0)

This course will examine theories of organization which use the organization as a basic unit of analysis. It will show how the structure and internal processes of an organization are linked to and partially determined by forces in the external environment of the organization. Contextual factors such as the technology and corporate strategy of the organization will also be examined.

Prerequisite: BBUS 272; 60 credits

BBUS 381-3
Introduction to Human Resource Management (4,0,0)

Subjects include human resource planning, job analysis and design, recruitment, employment equity, selection and placement, performance appraisal, compensation and benefits, training and development, occupational health and safety, and industrial relations. For each subject, an overview of current Canadian issues and practices is presented.

Prerequisite: BBUS 272; 60 credits

BBUS 384-3
Industrial Relations (4,0,0)

This course considers various aspects of union-management relations, focusing on the Canadian experience. Topics include the historical development of the industrial relations systems, structure and functions of trade unions, labour legislation, contract negotiation process, contract administration and dispute settlement.

Prerequisite: BBUS 381

BBUS 388-3
Teamwork in Organizations (4,0,0)

Nature, design and processes of effective teamwork in organizations. The course utilizes lectures, discussions, role-plays, simulations and team projects. It attempts to provide both an intellectual appreciation of the issues involved in teams and team-based organizations and a practical set of skills for team membership and leadership.

Prerequisite: BBUS 272; 60 credits

BBUS 392-3
Employment Law (4,0,0)

This course introduces students to the legal principles and the law relating to the individual employer-employee relationship and the process of collective bargaining after first providing a brief overview of the Canadian legal system.

Prerequisite: 60 credits

BBUS 393-3
Commercial Law (4,0,0)

This course will cover the common law, equity, and statute law; contracts, agency, and negotiable instruments; partnership and corporation law; international commercial law.

Prerequisite: 60 credits

BBUS 398-3
Business Research Methodology (0,3,0)

This course is to be completed by students in the Honours Program of the BBA degree who choose to do an individual research project. It will provide a background in research methodologies appropriate for research in business disciplines. Students will normally register in this course in the Winter Semester of their 3rd year.

Prerequisite: BUEC 233; 60 credits

BBUS 399-3
Special Topics

The subject matter will vary from semester to semester depending upon the interest of faculty and students.

Prerequisite: Permission of the BBA Program Advisor

BUEC 411-3
Financial Institution Management (2,2,0)

This course examines the techniques of risk measurement and management and applies them to various financial institutions.

Prerequisite: ECON 310 (Grade of C- or better) and either BUEC 204, BUEC 304 (Grades of C+ or better) or ECON 290 (Grade of C- or better)

BBUS 413-3
Financial Management (4,0,0)

Firm financial management and policy; introduction to the pricing of risky securities, portfolio theory, the capital asset pricing model and option theory; capital budgeting under uncertainty; capital structure; dividend policy.

Prerequisite: BBUS 315

BBUS 416-3
Investment Analysis and Design (0,4,0)

Analysis and design of investment contracts in a portfolio setting. Standard investment media and markets (stocks and bonds) will be addressed, as will derivative securities such as options and future contracts.

Corequisite: BBUS 315

BBUS 417-3
Financial Derivatives (4,0,0)

The focus of this course is to introduce students to derivative securities and their role in today's financial and real sectors of the economy. We will analyse the use of financial derivatives, such as options, forwards, futures and swaps, in their application to investment decisions.

Corequisite: BBUS 315

Note: Students may not receive credit for both BBUS 416 and BBUS 417.

BBUS 420-3
Advanced Financial Accounting (4,0,0)

This course offers an in-depth understanding of advanced financial accounting. Topics include the accounting for intercorporate investments, foreign currency transactions, foreign operations, and not-for-profit organizations.

Prerequisite: BBUS 321

BBUS 421-3
Accounting Theory (4,0,0)

This course offers an exploration of the theoretical underpinnings of accounting and of accounting epistemology. Topics include theory construction and verification, as well as an examination of specific accounting models, including but not limited to positive, normative, agency, cost-related, price-related models and the social and environmental context of accounting systems.

Prerequisite: BBUS 321

BBUS 423-3
Assurance (4,0,0)

This course offers an introduction to auditing. Topics include the discussion of the nature and purpose of the auditing function, audit standards, the methodology of auditing, audit planning, the collection of audit evidence, audit reporting, and recent developments in auditing.

Prerequisite: BBUS 320

Corequisite: BBUS 321

BBUS 425-3
Advanced Management Accounting (4,0,0)

This is an advanced course in strategic management accounting. Topics will vary depending on industry trends and the interests of the instructor, but may include activity-based costing, target costing, competitive benchmarking, ISO 9000, value chain analysis, self-directed work teams, product life cycle management, JIT inventory and production, creating customer value, restructuring/managing change, and innovation. Case studies and spreadsheet applications will be used extensively to reinforce course concepts.

Prerequisite: BBUS 325

BBUS 428-3
Management Information Systems (3,1,0)

Evaluation, design and implementation of MIS. A review of the current "state of the art" and examination of technical, economic, organizational and behavioral problems. (Lecture/Tutorial).

Prerequisite: BBUS 336

BUEC 433-3
Forecasting in Business and Economics (3,1,0)

This course considers the problems which both arise in predicting economic activity, and in designing then implementing policies to control the relevant economic variables. A range of alternative forecasting techniques will be discussed and critically reviewed, then applied to the Canadian and B.C. economies.

Prerequisite: Either ECON 290, ECON 295, BUEC 204, or BUEC 304 and either BUEC 233, BUEC 333 or STAT 306 (Grades of C- or better); 60 credits

BBUS 446-3
Marketing Strategy (4,0,0)

Marketing strategy focuses on the analysis of market problems and opportunities, and the development of appropriate strategies. Topics include analytical techniques, strategic planning methods and managerial problems of planning. Case analysis and problem solving will be the major orientation of the course. (Seminar)

Prerequisite: BBUS 312, BBUS 343 and BBUS 348

BBUS 447-3
International Marketing (4,0,0)

The course is designed to provide the student with an overall view of the International Marketing arena. This course will deal with all aspects of marketing from an international perspective and will prepare students to deal with foreign competitive situations and international opportunities. It will also include a substantial segment on E-Commerce and Internet Marketing. It offers practical, hands-on exposure to marketing challenges faced by Canadian small and medium sized businesses.

Prerequisite: BBUS 343 and BBUS 348

BBUS 448-3
Integrated Marketing Communications (4,0,0)

This course provides an integrative approach to the study of promotion including advertising, publicity, personal selling and sales promotion; evaluation of the role promotion has in marketing and the economy; formulation and analysis of promotional goals, planning, organizing and controlling; utilization of market research studies; forecasting, budgeting, media selection; promotion institutions.

Prerequisite: BBUS 343

BBUS 473-3
Operations Management (3,1,1)

This course covers the management of operating systems including allocation and scheduling of resources; control of costs, inventories, quality, and manpower; design of operating systems including location, layout and manpower; establishment of work methods and standards.

Prerequisite: BBUS 336

BBUS 477-3
Seminar in Small Business Administration (4,0,0)

Although the emphasis in this course may vary, topics will include the nature and role of small business in the Canadian economy; career comparisons in small and large businesses; evaluation of new ventures; small business organization, capitalization, planning, marketing and financial management.

Prerequisite: BBUS 312 and BBUS 343; 90 credits

BBUS 478-3
Seminar in Administrative Policy (0,4,0)

This seminar provides an integration of the various areas of business for the purpose of analyzing and recommending strategies for planning and decision making within the firm.

Prerequisite: All 3rd Year Core Courses; 90 credits

BBUS 481-3
Human Resource Planning and Staffing (4,0,0)

This course focuses on the staffing process. It includes an examination of human resource planning, as well as the recruitment and selection of individuals to meet the human resource strategy.

Prerequisite: BBUS 381

BBUS 482-3
Training, Development and Compensation (4,0,0)

The first half of the course deals with training and development in organizations. It includes such topics as needs analysis, program design, training methods, costing training and management development. The second half of the course deals with the development and implementation of effective and equitable compensation systems.

Prerequisite: BBUS 381

BBUS 485-3
Collective Bargaining (4,0,0)

This course covers the certification process, the collective agreement negotiation process and work stoppages. It includes a discussion of the content and administration of the collective agreement, as well as the roles of third parties in collective bargaining.

Prerequisite: BBUS 384

BBUS 486-3
Selected Topics in Human Resource Management (4,0,0)

Coverage of a selection of contemporary topics in Human Resource Management will be provided. Topics may vary year to year. Further details of the course content may be obtained from the instructor.

Prerequisite: BBUS 381

BBUS 498-9
Honours Thesis

This course is to be completed by students in the Honours Program of the BBA degree who choose to do an individual research project. Students register in this course in both the Fall and Winter Semesters of their final academic year.

Prerequisite: BBUS 398; admission to the BBA Honours program

BBUS 499-3
Selected Topics in Business Administration

The subject matter will vary from semester to semester depending upon the interests of faculty and students. (Seminar)

Prerequisite: Permission of the BBA Program Advisor; 75 credits

Biology

BIOL 050-3
General Biology (5,0,2)

ABE – Advanced: This basic Biology course introduces students to the fundamentals of Biology. It includes a brief study of the cell, Binomial Nomenclature, and the major Phyla of Plant and Animal Kingdoms. Fundamentals of plant and animal physiology are introduced with emphasis on the inter-relationship among living organisms.

Note: This course is offered in Williams Lake.

BIOL 060-3
Human Biology (5,0,2)(L)

ABE – Provincial: A study of the major principles of human anatomy and physiology from the origin of atoms and elements through to the structure and function of molecules, cells, tissues, organs and body systems. Introduces the basic principles of Genetics and Evolution. Laboratory work involves organizing observations, drawing conclusions and effective communication.

Prerequisite: CHEM 050

Note: This course is taught by the College Preparation Department.

BIOL 062-3
Introduction to Life Sciences (5,0,2)(L)

ABE – Provincial: Introduces students to ecological principles, stressing interdependence between form and function of organisms that enables them to survive in their environment.

Prerequisite: CHEM 050

Note: This course is taught by the College Preparation Department.

BIOL 111/121 is designed for biology or science majors.

Students planning to take a General Science degree or to major in biology must take BIOL 111/121.

BIOL 109 is designed as an introductory science course for those who have taken no previous biology, and who do not intend to major in the sciences. This course is designed as a science elective for Arts majors.

NOTE: Credit will not be given for BIOL 109 and either BIOL 111 or BIOL 121.

BIOL 109-3
The Biological Basis of Being Human (3,0,3)(L)

This course is a science elective for Arts students. Students will acquire a biological perspective on mankind's place in nature, and on the factors that affect our function, well being, and genetic heritage. Labs will contribute to the development of this perspective by involving students in the gathering and interpretation of data in both laboratory and field situations.

Prerequisite: First-year standing

Note: Science students will not receive credit for BIOL 109

BIOL 111-3
Principles of Biology 1 (3,0,3)(L)

This course is designed for biology or science majors. It is a study of the molecular basis of cellular processes including energy transfer and the storage and use of genetic information.

Prerequisite: Biology 11 with a C+ or better, Chemistry 11, CHEM 050

Note: Students will not receive credit for both BIOL 111 and BIOL 120.

BIOL 121-3
Principles of Biology 2 (3,0,3)(L)

A survey of the kingdoms of life emphasizing their ecology and evolutionary relationships.

Prerequisite: Biology 11 with a C+ or better, Chemistry 11, CHEM 050

Note: Students will not receive credit for both BIOL 121 and BIOL 110

BIOL 159-3
Human Biology: Anatomy and Physiology 1 (3,0,2)(L)

This course is intended primarily for students taking the Nursing and Respiratory Therapy programs. Space is also available for Academic students. The two-semester course covers both the anatomy and physiology of the human organ systems, emphasizing the relationship between structure and function.

Prerequisite: Biology 11—C+ minimum

Note: Students will not receive credit for both BIOL 159 and BIOL 354

BIOL 169-3
Human Biology: Anatomy & Physiology 2 (3,0,2)(L)

A continuation of Biology 159.

Prerequisite: BIOL 159

Note: Students will not receive credit for both BIOL 169 and BIOL 355

BIOL 210-3
Introductory Microbiology 1 (3,0,2)(L)

This course is designed to provide a broad introduction to the field of microbiology. Topics include: microbial anatomy and physiology, sterilization techniques, identification of bacteria, immunology, bacterial genetics, medial microbiology, applied microbiology, virology, parasitology, mycology.

Prerequisite: BIOL 111/121, CHEM 110/120 or 111/121

Corequisite: BIOL 213

BIOL 211-3
Non-Vascular Plants (3,0,3)(L)

An evolutionary survey of the algae, fungi, lichens and bryophytes. The course examines the structure, function, reproduction and ecology of the various groups. Also examined is the importance of each group to the biosphere and humankind.

Prerequisite: BIOL 111/121.

BIOL 213-3
Cell Biology (3,1,0)

A study of procaryotic and eucaryotic cells relating structure to function. Topics include instrumentation and techniques of study, molecules common in cells, organelles and cytoplasm, and the relationship between the nucleus and the cytoplasm.

Prerequisite: BIOL 111/121, CHEM 110/120 or 111/121

Corequisite: CHEM 212 recommended

BIOL 215-3
Invertebrate Zoology (3,0,3)(L)

An evolutionary survey of invertebrate phyla. Special emphasis on morphological and systematic relationships in major phyla.

Note: There will be a field trip to the B.C. Coast.

Prerequisite: BIOL 111/121

BIOL 220-3
Introductory Microbiology 2 (3,0,2)(L)

A continuation of BIOL 210.

Prerequisite: BIOL 210

BIOL 221-3
Vascular Plants (3,0,3)(L)

An evolutionary survey of the ferns, fern allies, gymnosperms and angiosperms. The course examines the structure, function, reproduction and ecology of the various groups. Also examined is the importance of each group to the biosphere and humankind.

Prerequisite: BIOL 111/121

BIOL 225-3
Vertebrate Zoology (3,0,3)(L)

This course will cover the development of the vertebrates from the Protochordates to the Mammals. Fundamental characteristics of the classes will be studied in relation to their evolution and function.

Note: There will be a 3 day field trip to the Vancouver area.

Prerequisite: BIOL 111/121

BIOL 234-3
Introduction to Genetics (3,1,0)

A general survey of basic concepts in genetics. Particular emphasis is placed on classical Mendelian genetics, chromosomes and cytogenetics, bacterial genetics with an introduction to gene cloning methods, and the structure, regulation and mutation of genes.

Prerequisite: BIOL 111/121/213

BIOL 300-3
Biometrics (3,0,2)(L)

Introduction to statistical procedures for biological research. Topics include estimation, hypothesis testing, goodness of fit, analysis of variance, and regression. The laboratory introduces computers and their use in graphical and statistical analysis.

Prerequisite: MATH 114/124 or MATH 115/125 and third year standing.

Note: Students may normally receive credit for only one of the following: BIOL 300, BUEC 232, MATH 120, PSYC 210, SOCI 371, STAT 200

BIOL 302-3
Community & Ecosystem Ecology (3,1,0)

An introduction to the principles of ecology with particular reference to the community and ecosystem levels of integration. Topics include community structure and dynamics, productivity, and mineral cycling. There will be one Saturday field trip.

Prerequisite: FRST 210 or two of BIOL 211/215/221/225.

BIOL 303-3
Population Biology (3,1,0)

Introduction to the study of plant and animal populations and their physical and biological environments. Topics include natural selection and microevolution, demography, population dynamics, competition and predation.

Prerequisite: FRST 210 or two of BIOL 211/215/221/225.

BIOL 310-3
Introduction to Animal Behaviour (3,0,2)(L)

An examination of the biological basis of animal behaviour including the genetics and development of behaviour, mate choice, communication and social behaviour.

Prerequisite: BIOL 111/121. BIOL 215/225/234 recommended.

BIOL 311-3
Microbial Physiology (3,0,0)

This course is designed to introduce the student to the diversity and complexities of the biochemistry and physiology of microbes. The emphasis is on bacterial growth and its modifications in different environments.

Prerequisite: BIOL 210/220, BIOL 213, CHEM 212/222. BIOL 313/323, BIOL 335 and BIOL 352 recommended.

BIOL 313-3
Introduction to Biochemistry (3,0,0)

Introduction to cellular chemistry. Structure and function of biological molecules including nucleic acids, enzymes and other proteins, carbohydrates, lipids and vitamins. Introduction to metabolic pathways and bioenergetics including DNA synthesis, transcription and translation, glycolysis, fermentation and respiration, oxidation of fatty acids, and photosynthesis.

Prerequisite: BIOL 213, CHEM 212 and 222

BIOL 320-3
Immunology (3,1,0)

Tissues, cells and molecules of immune system, innate immunity and complement, adaptive immunity--cellular and humoral immune responses, cytokines, T cell activation, the major histocompatability complex, antibody structure and genetics, immune system and cancer, AIDS, autoimmunity, hypersensitivity.

Prerequisite: BIOL 210 and 220

BIOL 321-3
Microbial Ecology (3,0,0)

This course is designed to provide an understanding of the importance of microorganisms in nature and societies. The interrelationship between microorganisms, plants, animals and their habitats and the role of these relationships in the maintenance of ecological balance will be emphasized.

Prerequisite: BIOL 210/220, BIOL 213, CHEM 212/222. BIOL 313/323, and BIOL 352 recommended.

BIOL 323-3
Biochemistry (3,0,0)

A lecture course on the structure, function, synthesis and degradation of macromolecules (nucleic acids, proteins, lipids carbohydrates). In addition, the regulatory mechanisms involved in these processes will be covered.

Prerequisite: BIOL 313

BIOL 324-3
The Systematics of Flowering Plants (2,0,3)(L)

An introduction to seed plant taxonomy and systematics with historical and contemporary perspectives. The laboratory emphasizes descriptive morphology and identification of the local flora. Each student will be required to submit a plant collection of twenty-five specimens.

NOTE: Students planning on taking this course should contact the instructor early in the Summer, prior to the start of the course, to receive instruction on plant collecting techniques.

Prerequisite: BIOL 111/121. BIOL 221 strongly recommended.

Note: BIOL 324 is offered on alternate years.

BIOL 329-3
Ichthyology (3,0,3)(L)

The systematics, anatomy, physiology, life history and ecology of freshwater and marine fishes. Students will learn to identify local freshwater fishes, as well as representative fish orders from around the world.

Prerequisite: BIOL 302

Corequisite: BIOL 303

Note: This course is the same as NRSC 317

BIOL 331-3
Developmental Biology (3,0,3)(L)

Animal development and its underlying principles; introductory embryology.

Prerequisite: BIOL 213 and 234

Pre or Corequisites: BIOL 313 and 335

BIOL 335-3
Molecular Genetics (3,1,0)

Isolation and identification of genes, analysis of gene structure; gene expression and its regulation in prokaryotes and in eukaryotes; developmental genetics.

Prerequisite: BIOL 213 and 234

Pre or Corequisite: BIOL 313

BIOL 343-3
Plants and People (2,1,2)(L)

The course includes an exploration of the human use of plants in the past, the present and the future. This will include the origins, evolution and dispersal of plants important to humankind, such as food crops, herbs and spices, medicinal and drug plants, ornamentals, etc. The social and economic implications of biotechnology and the ecological impact of our current loss of plant biodiversity will also be examined.

Prerequisite: Third year standing

Note: BIOL 343 is offered on alternate years

BIOL 351-3
Plant Physiology (3,0,3)(L)

Mechanisms and regulation of functional processes contributing to the growth, assimilation, transport and utilization of water, nutrients and carbon by plants.

Prerequisite: BIOL 213

BIOL 352-3
Cell Physiology (3,0,3)(L)

The physiochemical basis for cellular activity, with particular emphasis on: energy relationships, functions of cell parts, integration and internal control of cellular activities and mechanisms of influence of external factors. The laboratory work will emphasize the techniques and apparatus used to study cell function.

Prerequisite: BIOL 313

BIOL 354-3
Vertebrate Physiology 1 (3,0,3*)(L)

This course will provide an introduction to the concepts, principles, and mechanisms that underlie our current understanding of vertebrate physiology. Students will explore the components of homeostatic control systems and investigate the integration of these components into functional systems that maintain the “steady state” in the internal environment.

Prerequisite: BIOL 213

Pre or Corequisite: BIOL 313

Note: Students will not receive credit for both BIOL 354 and BIOL 159

*** Denotes labs alternate weeks**

BIOL 355-3
Vertebrate Physiology 2 (3,0,3*)(L)

Examination of the systems that allow animals to maintain homeostasis under a variety of environmental conditions and levels of activity. Topics covered will include gas exchange, regulation of water balance and inorganic ions, digestion and absorption of food, and the regulation of metabolism.

Prerequisite: BIOL 354

Note: Students will not receive credit for both BIOL 355 and BIOL 169

*** Denotes labs alternate weeks.**

BIOL 360-3
Current Issues in Biology (3,1,0)

Designed as a science elective for Arts and Journalism students, this course will introduce students to the process of science and the scientific method in the context of three to five biologically-based issues that currently face society. The seminar in the course will be used to demonstrate techniques, for field trips and for discussion sessions.

Prerequisite: Third-year standing in an academic program

Note: Science students will not receive credit for BIOL 360

BIOL 402-3
Limnology (3,0,3)(L)

Theoretical and applied aspects of limnology. Consideration of the ecology of inland water organisms in relation to physical, chemical and biological factors affecting their interactions and production. One weekend field trip required.

Prerequisite: BIOL 300, BIOL 302, BIOL 303.

Note: This course is the same as NRSC 326.

BIOL 409-3
Field Methods in Terrestrial Ecology (125 hours)

A two-week intensive course in the field methods used to study terrestrial ecosystems. The course will typically be given immediately after exams in the Winter semester (usually late April or early May). Students will learn the field techniques needed for studies of terrestrial ecosystems and will carry out individual projects of their own design. Facilities such as the Wells Gray Education and Research Centre will be used and a fee will be assessed to meet living expenses.

Prerequisite: BIOL 300, 302, 303. BIOL 310 recommended.

Note: BIOL 409 is offered on alternate years.

BIOL 410-3
Field Methods in Marine Ecology (125 hours)

A two-week intensive course in the field methods used to study marine ecosystems. The course will typically be given immediately after exams in the Winter semester (usually late April or early May). Students will learn field and laboratory techniques for sampling, experimentation, and analysis of marine organisms and ecosystems, and will carry out individual projects of their own design. Facilities such as the Bamfield Marine Station will be utilized, and a fee will be assessed to meet living expenses.

Prerequisite: BIOL 300, BIOL 302, BIOL 303. BIOL 215 recommended.

Note: BIOL 410 is offered on alternate years.

BIOL 411-3
Advanced Microbiology Lab (1,1,3)

This course is designed to study the techniques of preservation, growth, quantification and monitoring of microbial cultures with the emphasis on large scale processes.

Prerequisite: BIOL 210/220, BIOL 213, CHEM 212/222, BIOL 311, BIOL 321 (recommended)

BIOL 413-3
Molecular Evolution (3,1,0)

The theory of evolution is the single thread that binds together the diverse disciplines that make up the Biological Sciences. The development of DNA sequencing methods in the 1970's has had a lasting impact on our understanding of the process of evolution. This course focuses on how DNA sequence information is applied in an evolutionary context.

Prerequisite: BIOL 303, BIOL 335

BIOL 414-3
Evolution (3,0,0)

Critical appraisal of the evidence for evolution; a consideration of the basic principles of natural selection and the nature and origin of species and higher categories.

Prerequisite: One of BIOL 215/225/211/221 and one of BIOL 302/303.

BIOL 415-3
Biochemical Techniques 1 (1,1,3)(L)

A laboratory-based course introducing students to the techniques used to isolate and study enzymes and other proteins. Emphasis will be placed on development of basic laboratory skills in the context of isolating, purifying and analyzing a familiar bacterial enzyme, B-galactosidase.

Prerequisite: BIOL 323. BIOL 210/220 recommended.

BIOL 416-3
Principles of Conservation Biology (2,2,0)

The theory and practice relating to the conservation of threatened organisms and their habitats. Topics covered will include: the genetics and demography of small and fragmented populations; global and local conservation problems; case histories of conservation of endangered animals and plants. Two compulsory weekend field trips.

Prerequisite: BIOL 303

Note: Students will not receive credit for both BIOL 416 and NRSC 322

BIOL 425-3
Biochemical Techniques 2 (1,1,3)(L)

A laboratory-based course introducing students to the techniques used to isolate and study nucleic acids (DNA and RNA). Emphasis will be placed on development of basic laboratory skills in the context of isolating, purifying and analyzing bacterial plasmids and genomic DNA, probing Southern blots for B-galactosidase coding sequences, DNA fingerprinting using restriction enzymes and PCR, and the isolation and detection of an mRNA and the protein it encodes.

Prerequisite: BIOL 313 and 335. BIOL 210/220/323/415 recommended.

BIOL 427-3
Terrestrial Vertebrate Zoology (2,0,3)(L)

The natural origins, history and behavioral ecology of terrestrial vertebrates. The laboratory includes classification, life histories and ecology with emphasis on B.C. species. Field trips will be held throughout the semester, beginning in the late afternoon of the first scheduled day for the class.

Prerequisite: BIOL 225. BIOL 302 recommended.

BIOL 435-3
Regulation of Gene Expression (3,1,0)

The heritable information stored in the genome of an organism is expressed in a highly regulated fashion to respond to changes in the environment (prokaryotes and unicellular eukaryotes) or to generate a diverse set of cell types (metazoans). This course examines the molecular mechanisms underlying this regulation of gene expression in prokaryotes and eukaryotes.

Prerequisite: BIOL 335 and 313

BIOL 448-3
Directed Studies in Biology (L)

A course designed to allow students to undertake an investigation on a specific topic as agreed upon by the faculty member and the student. Permission of the supervisor and co-supervisor required.

BIOL 449-3
Advanced Seminar – Selected Topics in Biology (1,2,0)

This is an advanced seminar course focusing on recent developments in modern biology. Topics will be selected from the instructors area of expertise and will vary from year to year.

Prerequisite: Fourth year standing and permission of the instructor

BIOL 498-2
Honours Seminar in Biological Sciences (0,2,0)

This course allows students enrolled in the Biology Honours Program to explore and discuss topics of particular relevance to the field of biological science, with a focus on how scientific research is carried out and presented. It also serves to provide Honours students with constructive criticism of their thesis research projects. The seminars consist of readings, group discussions, and seminar presentations by students, interested faculty and guest speakers.

Note: This course is available only to students accepted into the Biology Honours Program of the Bachelor of Science degree. It is taken at the same time as BIOL 499 – Honours Thesis. Students register in this course in the Fall and Winter semesters of their last academic year of study.

Prerequisite: Acceptance into the Biology Honours Program, upon completion of 3rd year of a B.Sc. program with a Major in Biology. General requirement for acceptance are: 4th year standing in the B.Sc. program, minimum GPA of 3.0, with at least a B- in all BIOL and required ENGL courses, identification of a supervisor for the Honours Thesis (BIOL 499)

Corequisite: BIOL 499

BIOL 499-6
Honours Thesis

This course requires an original research project conducted by students in the Biology Honours Program of the Bachelor of Science (B.Sc.) degree. It is completed under the direction of a faculty member in the Department of Biological Sciences, or a scientist from outside the department with co-supervision by a Biology faculty member. Students accepted into the Biology Honours Program register in this course in both the Fall and Winter semesters of their final academic year.

Prerequisite: Acceptance into the Biology Honours Program, upon completion of 3rd year of a B.Sc. program with a Major in Biology. General requirement for acceptance are: 4th year standing in the B.Sc. program, minimum GPA of 3.0, with at least a B- in all BIOL and required ENGL courses, identification of a supervisor for the Honours Thesis (BIOL 499)

Corequisite: BIOL 498

Business Administration

BUAD 060-3
Introduction to Entrepreneurship (5,0,1)

This course will give students a broad overview of major Canadian institutions and facilities affecting business in Canada. It will analyze

services and facilities from an individual entrepreneur's point of view. Students will analyze attributes of successful entrepreneurs and will conduct a self-assessment of their own suitability for an entrepreneurial career. Students will identify and evaluate various types of business structures. Students will develop a strategy for identifying and evaluating business opportunities and for the development of a successful business plan.

Note: This course is taught by the College Preparation department.

BUAD 061-4
Introduction to Business Studies (6,0,0)

This course is designed to provide College Preparation students an introduction to business studies at the ABE Provincial Level. Topics will include economics, business ethics, management, human resources, industrial relations, marketing, and accounting. Lectures will be supplemented by Canadian business cases and group work will be required.

Prerequisite: ENGL 050 and MATH 050 or equivalent

BUAD 115-3
Principles of Organizational Behaviour (4,0,0)

An introductory examination of work organizations and the behaviour of individuals within them. The emphasis is on the practical application of up-to-date behavioural knowledge. Topics include organizational structure, the work-place environment, teamwork, group process, individual motivation, perception, communication, power processes, and leadership

Prerequisite: Admission to the Business Diploma program or Horticulture Business Diploma program.

BUAD 120-3
Introduction to Business and Management (4,0,0)

This course is intended to provide the student with basic understanding of business in Canada. Topics include: Introduction to Contemporary Business World, Business Functions - Human Resources, Production, Marketing & Finance and International Business.

Prerequisite: Admission to the Business Diploma Program or Horticulture Business Diploma Program.

BUAD 151-3
Business Mathematics (4,0,0)

An introduction to business applications of financial mathematics and descriptive statistics. On completion of this course, the student will be familiar with the use of basic Math to solve typical business problems. Topics include simple and compound interest, annuities, measures of central tendency, measures of variance index numbers and time series analysis.

Prerequisite: Principles of Math 11 or MATH 051, or equivalent with a C+ or better. Admission to the Business Diploma program.

BUAD 193-3
Business Software Applications (2,0,2)

An introduction to business application software packages. As financial record keeping is the most important aspect of business reporting, students will gain hands-on experience in maintaining accounting records using software accounting packages. They will also gain a familiarity with other business management software applications including financial planning, analysis, presentations, and the internet as both a research and a marketing tool.

Prerequisite: ACCT 100 (or BBUS 221), COMP 191

Note: Students will not receive credit for both COMP 193 and BUAD 193.

BUAD 252-3
Managerial Finance (4,0,0)

This course is intended to provide students with a good operational framework for efficiently raising and allocating funds within a business organization. Topics covered include: financial ratios, capital budgeting, current asset management, capital structure, sources of financing, dividend policy, mergers and acquisitions.

Prerequisite: BUAD 151 or equivalent, and ACCT 121/122 or equivalent

BUAD 255-3
Business Law (4,0,0)

An introductory course in business law. Topics include the basic legal concepts involved in torts, contract law, agency and employment relationships, personal and intellectual property, and commercial transactions. The course uses case studies to integrate the various areas of law covered and to reinforce the students analytical and problem solving skills.

Prerequisite: Admission to the Accounting Technician program, Business Diploma program, or Horticulture/Business Diploma program

BUAD 259-3
Entrepreneurship (4,0,0)

An introduction to the entrepreneur and the entrepreneurial process from a historical as well as a research perspective. The role and nature of entrepreneurship as a mechanism for creating new ventures, along with career opportunities, and some methods for individual self-assessment. Other topics include: starting, financing and managing a new venture. The course uses case studies to examine some special issues for entrepreneurs, e.g., direct marketing and intrapreneurship.

Prerequisite: Admission to the Business Diploma Program, Tourism Management Diploma Program or Horticulture Business Diploma Program.

BUAD 262-3
Supervision (4,0,0)

This course is an introduction to the supervisory role. Topics include specific skills such as: scheduling decision making, organizing, delegating, effective communication, handling employees problems, and employee motivation. The emphasis is on providing skills which can quickly be translated into effective action in the workplace.

Prerequisite: BUAD 115 or BBUS 273

Business Economics

Note: See course descriptions listed under Business Studies

Computer Automated Systems

CAST 210-2
Automation Fundamentals (60 hours)

This course is composed of theory and practical assignments which investigate robot architectures, tooling design, fixture design and workcell design. Process planning and economic justification of automation is also investigated.

Prerequisite: ELEC 125

CAST 211-1
Basic PC Installation and Maintenance (30 hours)

This course is composed of theory and practical assignments which enable the student to install and configure personal computers (PC), design I/O interfaces, and use the PC as a control platform.

Prerequisite: ELEC 125

CAST 212-1
Basic Programming (45 hours)

This course is composed of theory and practical assignments which enable the student to write programs in Qbasic / Visual Basic and create a GUI for industrial control.

Prerequisite: ELEC 125

CAST 213-1
Electrical and Mechanical Prints Interpretation (30 hours)

This course is composed of theory and practical assignments which investigate the interpretation of standard mechanical and electrical blue-prints. The emphasis will be on the installation of work-cells. Practical assignments deal with precision measurement and metal working.

Prerequisite: CAST 210

CAST 214-3
Fluid Mechanics (90 hours)

This course is composed of theory and practical assignments which investigate methods of actuating automated systems. Subjects include an introduction to pneumatics and hydraulics. Students will be required to design a cylindrical co-ordinate robot to be interfaced to a single board computer as the final project of this course.

Prerequisite: ELEC 125

CAST 215-1
AC/DC Actuators and Drives (30 hours)

This course is composed of theory and practical assignments which investigate methods of actuating automated systems using electric actuators (AC, DC) . Mechanical linkages, statics and dynamics are also investigated.

Prerequisite: CAST 210

CAST 216-3
Introduction to Programmable Logic Controllers (90 hours)

This course is composed of theory and practical assignments which investigate the operation, on-line/off-line programming, relay ladder logic, discreet I/O (AC, DC), and data manipulation programming techniques used in PLC's. Tactile and non-tactile sensors and interfacing is also investigated.

Prerequisite: CAST 210

CAST 217-2
Intermediate Programmable Logic Controllers (60 hours)

This course is composed of theory and practical assignments which investigate the networking of PLC systems, configuring networked PLC systems, local and distributed I/O and the programming of networked PLC's.

Prerequisite: CAST 216

CAST 218-1
Advanced Test Equipment (45 hours)

This course is composed of theory and practical assignments which investigate the use and application of digital storage oscilloscopes, logic analyzers, and chart recorders.

Prerequisite: ELEC 125

CAST 220-2
Advanced Programmable Logic Controllers (90 hours)

This course is composed of theory and practical assignments which investigate networked PLC systems and analog, indirection, and SFC programming.

Prerequisite: CAST 217

CAST 221-1
Machine Vision (30 hours)

This course is composed of theory and practical assignments which investigate machine vision theory, lighting, optics, programming and applications.

Prerequisite: ELEC 125

CAST 222-1
Data Acquisition (30 hours)

This course is composed of theory and practical assignments which investigate data acquisition systems, transducers, instrumentation and interfacing.

Prerequisite: CAST 211

CAST 223-1
Intermediate Programming (60 hours)

This course is composed of theory and practical assignments which investigate the C and C++ programming language with industrial applications.

Prerequisite: CAST 212

CAST 224-3
Robot Programming and Operation (90 hours)

This course is composed of theory and practical assignments which investigate robot operation and control structures which enable the student to program the industrial grade robots in the lab.

Prerequisite: CAST 210

CAST 225-3
Automated Systems Commissioning and Service (90 hours)

This course is composed of theory and practical assignments which investigate control theory of multi-axis servo controlled systems. The interface of master/slave/co-processor MPU's, primary and secondary memories, floppy-disk drives, I/O facilities, "E-stop" facilities, and servo PID loops. Regulated power supplies and multi-phase transformers are also investigated. The service and maintenance of automated systems (Control and mechanical units). The use of appropriate test equipment and methods of troubleshooting is stressed.

Prerequisite: CAST 224

CAST 226-3
Research Project (90 hours)

This course is a practical course where the students will be assigned a task by the instructor or approved by the instructor which is designed to integrate all of the courses in the CAST program. This task will be the real time execution of an Industry sponsored project where the students must design, build, interface, program and commission an automated workcell or machine or process.

Prerequisite: CAST 225

College English as a Second Language

CESL 014-5
Basic Communication Skills (15,0,0)

Students will learn both to distinguish and to produce the sounds in English pronunciation. Basic grammar skills will be strengthened, along with listening comprehension and speaking skills, through guided class discussion.

Prerequisite: Placement according to EPT results.

CESL 016-5
Basic Reading and Writing Skills (10,0,0)

This course will focus on reading strategies for approaching factual writing. Emphasis will be on vocabulary growth, and comprehension of the main idea and organization of a piece of writing. The writing will follow from the reading, with sentence form and sentence variety practiced.

Prerequisite: Placement according to EPT results.

CESL 024-5
Integrated Communication Skills (15,0,0)

This course is intended to assist students to improve their English by becoming acquainted with Canadian Culture, the Kamloops community, and college life. Students will develop their listening and speaking skills. Basic grammar will be surveyed and reinforced.

Prerequisite: Satisfactory completion of CESL 014 (C+ or better), or by EPT placement.

CESL 027-3
Reading Skills (5,0,0)

This reading course will continue to strengthen basic skills of word attack and comprehension with a variety of written material of gradually increasing difficulty. The objective is to progress from mechanical to more meaningful reading.

Prerequisite: Satisfactory completion of CESL 016 (C+ or better), or by EPT placement.

CESL 028-3
Writing Skills (5,0,0)

This introductory composition course for second language students will focus on recognizing and practicing grammatical structures and sentence

patterns, within the familiar thematic context of shared personal and cultural experience. Pre-writing and revision strategies will be introduced.

Prerequisite: Satisfactory completion of CESL 016 (C+ or better), or by EPT placement.

CESL 033-3
Grammar Study (5,0,0)

Within the relevant academic contexts, a variety of more difficult structures in English grammar will be examined and practiced for a better understanding of their uses. Structures studied will include the tense aspect system; the uses of gerunds and infinitives; passive voice rearrangement; modal meanings, including their application in the conditional sense; and the use of prepositions and articles.

Prerequisite: Satisfactory completion of CESL 024 (C+ or better), or by EPT placement.

CESL 035-3
Intermediate Oral Communication (5,0,0)

This course is designed to enable the student to refine conversational skills for the purpose of participating in academic discussions. CESL 035 focuses on acquiring strategies for effective oral communication. Students will participate in group discussions and give oral presentations and practice their listening skills.

Prerequisite: Satisfactory completion of CESL 024 (C+ or better), or by EPT placement.

CESL 037-3
Reading and Study Skills (5,0,0)

This is a reading skills course intended to prepare the ESL student for College Prep materials. The focus will be on improving comprehension and reading rate, and on strengthening reading vocabulary. As well, advanced reading and study skills will be introduced and practiced.

Prerequisite: Satisfactory completion of CESL 027 (C+ or better), or by EPT placement.

CESL 038-3
Paragraph Composition (5,0,0)

This writing course will focus on academic paragraph writing. Various forms and purposes for paragraph writing will be analyzed and practiced. Sentence skills will be reviewed and essay writing will be introduced.

Prerequisite: Satisfactory completion of CESL 028 (C+ or better), or by EPT placement.

CESL 045-3
Advanced Oral Communication (5,0,0)

The student will practice strategies for speaking clear and appropriate English in a variety of academic situations. Attention to fluency, pronunciation and intonation will also be emphasized.

Prerequisite: Satisfactory completion of CESL 035 (C+ or better), or by EPT placement.

CESL 047-3
Advanced Reading and Study Skills (5,0,0)

This course includes a wide range of fictional and nonfictional reading. Emphasis is on the analysis and evaluation of both form and content as well as on pre-reading strategies and vocabulary development. Study skills include note-taking, paraphrasing, and summarizing.

Prerequisite: Satisfactory completion of CESL 037 (C+ or better), or by EPT placement.

CESL 048-3
Advanced Writing Skills (5,0,0)

A continuation of CESL 038, this course reviews the paragraph as a component of the English essay. Emphasis is on the planning, development and revision of multiparagraph compositions. Students will focus on particular problems with their writing and practice editing.

Prerequisite: Satisfactory completion of CESL 033 and CESL 038 (C+ or better), or by EPT placement.

CESL 057-3
College Reading Skills (5,0,0)

Intended for advanced ESL students, this course is designed to prepare for reading college level material effectively and efficiently. Specific approaches to reading will be taught for both factual and fictional writing. Emphasis will be on the short story. Students intending to take English 110 and 111 must achieve a B- or better in CESL 057.

Prerequisite: Satisfactory completion of CESL 045 and CESL 047 (C+ or better), or by EPT placement.

Note: CESL 045 may also be taken as a corequisite.

CESL 058-3
College Composition (5,0,0)

This course is intended for students preparing for English 110. This course focuses entirely on expository writing and prepares students to write explanatory, persuasive and argumentative essays at a college level. Revision and editing skills will be emphasized. A research project will be required. Students intending to take English 110 must achieve a B- or better in CESL 058.

Prerequisite: Satisfactory completion of CESL 045 and CESL 048 (C+ or better), or by EPT placement.

The ESL department will offer one or more of the following electives each semester. See the Department Chair if you have any questions or want more information.

CESL 080-3
English for International Marketing (4,0,1)

CESL 080 teaches international students to comprehend and produce the language of marketing. This course is based upon an integration of language and content. The course is designed for students who want to develop job-ready communicative skills for career success.

Prerequisite: Satisfactory completion of CESL Level II or equivalent or permission of the instructor or Chairperson.

CESL 081-3
Language Through Activity (5,0,0)

The purpose of this course is to give students an opportunity to experience Canadian culture first hand and to interact with native speakers. Activities will vary according to season and may include high school or elementary school visits, drama, a ski-area visit (winter), canoe/camping (summer). This course includes practice in listening, speaking, reading and writing. Students need not have previous experience with any of the activities. A course fee covers expenses of activities outside of the College and varies according to the activities.

Prerequisite: Satisfactory completion of CESL Level II or equivalent or permission of the instructor or Chairperson.

CESL 082-3
Intermediate Listening (4,0,0)

This course provides students with opportunities to practice listening skills in the performance of a variety of increasingly challenging tasks. Students will acquire strategies which will improve their abilities to comprehend the varieties of English which they encounter in both social and academic environment.

Prerequisite: Satisfactory completion of CESL 024, or equivalent or permission of the instructor or Chairperson.

CESL 084-3
Success in Canadian Academic Culture (5,0,0)

This course is designed to provide students with an understanding of North American college/university settings. Students will become knowledgeable about resources to access and will develop the strategies and skills they need to succeed in their studies.

Prerequisite: Satisfactory completion of CESL Level II or permission of the instructor or Chairperson.

CESL 085-3
Pop Goes the World: English Language and Culture through Popular Media (5,0,0)

Designed for high-intermediate to advanced students, CESL 085 will familiarize students with a variety of media in English, including song, film, and television, and provide them with strategies for increasing their comprehension of these media. This course will focus on informal English, particularly slang and idioms, and cultural references and background information which contribute to our understanding of our media environment. Students will be encouraged to become more involved in the cultural environment in which they are currently living.

Prerequisite: CESL 024, or equivalent.

CESL 088-3
Intermediate Pronunciation (4,0,1)

For intermediate learners of English, CESL 088 is designed to improve their ability to comprehend spoken English and their intelligibility when speaking English. It will help students develop auditory sensitivity and improve accuracy, fluency, and confidence in their oral production of English. Phonological features will be examined in isolation and in the context of meaningful passages.

Prerequisite: Satisfactory completion of CESL Level II or equivalent or permission of the instructor or Chairperson.

CESL 089-3
Canadian Studies (4,0,0)

An elective designed to introduce international students to basic forces which shape life in Canada. The course will first examine regional and historical influences on Canadian life and then focus on daily life in contemporary Canada. Emphasis will be on familiarizing students with the reality of everyday life for a variety of Canadians.

Prerequisite: Satisfactory completion of CESL 024 or equivalent or permission of the instructor or Chairperson.

CESL 092-3
Advanced Listening Skills (4,0,0)

This course builds on the listening skills previously learned. CESL 092 focuses on the listening skills required to process an academic lecture. Students will identify the ideas and organization of lecture material, discussions and debate, using specific listening skills. They will use the information they hear for notemaking and other related activities.

Prerequisite: CESL 035, or equivalent.

CESL 093-3
Advanced Grammar Study (5,0,0)

For high intermediate to advanced learners of English, CESL 093 is designed to improve their ability to recognize, understand and correctly use a variety of more difficult structures in English grammar. Students planning to continue their academic studies in various college programs or degrees will find this course valuable in preparing them to produce more complex written and oral English structures.

Prerequisite: Satisfactory completion of CESL 033 (C+ or better), or placement in Level IV or above.

CESL 094-3
Preparation for the TOEFL (5,0,0)

Designed for high-intermediate to advanced students, CESL 094 will assist students to prepare for the TOEFL exam specifically, and test-taking in general. In this course, students will study the TOEFL format and develop strategies for answering commonly asked questions. Students will also be encouraged to draw upon the skills they are learning in other CESL courses.

Prerequisite: Satisfactory completion of CESL Level III or equivalent or permission of the instructor or Chairperson.

CESL 095-5
Advanced English for Business Communication (10,0,0)

This course prepares students to enter business-related courses by practising all four communicative skills - listening, speaking, reading and writing - using the vocabulary and formats of business communication. The course will include basic computer skills and will address the effect of cultural differences on communicative strategies. This course is strongly recommended by the Tourism Department.

Prerequisite: Satisfactory completion of CESL Level III or equivalent or permission of the instructor or Chairperson.

CESL 096-3
Vocabulary for Academic English (4,0,0)

An elective designed for advanced ESL students, the course would be useful for any student for whom the vocabulary of academic English presents a challenge. CESL 096 will introduce and reinforce strategies for becoming independent learners of vocabulary, and will also teach specific words useful in academic study. Vocabulary will be linked with general knowledge to provide context as well as to add interest. While passive vocabulary (word recognition) will be emphasized, the course will also facilitate active use of new vocabulary.

Prerequisite: Satisfactory completion of CESL 037 and 038, or equivalent.

CESL 098-3
Advanced Pronunciation (4,0,1)

For high-intermediate to advanced learners of English, CESL 098 is designed to improve their ability to comprehend spoken English and their intelligibility when speaking English. It will help students develop skills which will assist them in predicting, producing, and perceiving the pronunciation of words and phrases. Students at the college level whose goals demand above-average oral skills and a wide range of active vocabulary will find this course particularly relevant and valuable.

Prerequisite: Satisfactory completion of CESL 035 and 037 or equivalent or permission of the instructor or Chairperson.

CESL 099-3
Special Topics in Language Study (5,0,0)

This course will provide an in-depth exploration of some aspect of the English language and surrounding culture. The specific content and focus will be determined in the semester prior to its being offered. (Information will be available from the Department Chair or International Student Advisor.)

Prerequisite: Satisfactory completion of CESL Level III or equivalent or permission of the instructor or Chairperson.

Chemistry

Chemistry laboratories begin the first week of classes and students failing to attend will lose their laboratory space and may be required to withdraw from the course. Students in Chemistry laboratory classes must purchase their own approved safety goggles (cost $6-$10), laboratory coat (cost $15-$20), and satisfactorily complete a safety orientation.

CHEM 050-3
Foundations of Chemistry 1 (5,0,2)

ABE – Advanced: This course is designed for those students who have taken no previous high school chemistry course but who now require the equivalent of Chemistry 11 for entry into a certain program or course. Topics covered include chemical arithmetic, chemical nomenclature, chemical formula calculations, energy, solutions, atomic theory, chemical bonding, acids and bases, and physical properties. The laboratory reinforces concepts introduced in the lectures.

Prerequisite: Principles of Math 11 or Applications of Math 12, or MATH 050 or equivalent

Note: This course is taught by the College Preparation department.

CHEM 060-3
Foundations of Chemistry 2 (5,0,2)

ABE – Provincial: A pre-university level course for students requiring a more in-depth introduction to chemistry than provided by Chemistry 050 or Chemistry 11. The course is an acceptable prerequisite for CHEM 111. Topics covered will be similar to those dealt with in Chemistry 12 and will include gas laws, reaction kinetics, chemical equilibrium, solubility of ionic substances, acids and bases, oxidation-reduction and organic Chemistry. The laboratory exercises will illustrate and reinforce topics covered in the lectures.

Prerequisite: Chemistry 11 or CHEM 050

Corequisite: Principles of Math 12, or MATH 060 or equivalent, is strongly recommended.

Note: This course is taught by the College Preparation department.

Science Majors:

Students with Chemistry 12 or CHEM 060 may register in either CHEM 110/120 OR CHEM 111/121 (a grade of at least a B is recommended for CHEM 111/121).

Students with only Chemistry 11 or CHEM 050 must register in CHEM 110/120.

Students cannot receive credit for both CHEM 110 and 111 or for both CHEM 120 and 121.

The Chemistry Department strongly advises that students whose previous chemistry course(s) is (are) more than 5 years ago consider upgrading their chemistry background by taking or auditing CHEM 050 and/or CHEM 060.

CHEM 110-3
Fundamentals of Chemistry 1 (4,0.5,2.5)(L)

This course is intended for students planning to major in Science, but who have a weak Chemistry background. Some of the content of CHEM 110/120 is similar to that of CHEM 111/121, but the approach assumes a weaker background. Lecture topics include: chemical quantities and stoichiometry, theory of gases, chemical equilibrium, thermochemistry, electrochemistry, particles of matter, atomic structure, the chemical bond, periodicity of chemical combination; bonding in solids and liquids; and descriptive organic chemistry.

The laboratory stresses basic precision techniques in quantitative analytical chemistry, as well as experiences in qualitative analysis, instrumental analysis, and organic chemistry.

Prerequisite: Chemistry 11 or CHEM 050, Principles of Math 12 or MATH 060/061

CHEM 111-3
Principles of Chemistry 1 (3,0.5,2.5)(L)

This course is intended for students who are planning to major in Science and who have a strong background in Chemistry. The Chemistry Department defines a strong background as at least a B in Chemistry 12 or CHEM 060; however, the course is available to any student with Chemistry 12 or CHEM 060. The course is taught concurrently to students in the 4 year Engineering Program.

Some of the content of CHEM 111/121 is similar to CHEM 110/120 but the approach assumes a stronger background. Lecture topics include: gases, atmospheric chemistry, thermochemistry, atomic and molecular structure, intermolecular forces, structural organic chemistry and the solid state.

The laboratory stresses basic precision techniques in quantitative analytical chemistry, as well as experiments in qualitative analysis, instrumental analysis, and organic chemistry. The CHEM 111/121 laboratory also introduces students to some modern spectroscopic techniques.

Prerequisite: Chemistry 12 or CHEM 050 and 060 (a grade of B or better is recommended); Principles of Mathematics 12 or MATH 061; Physics 11 or PHYS 050 or PHYS 113.

CHEM 120-3
Fundamentals of Chemistry 2 (4,0.5,2.5)(L)

A continuation of CHEM 110.

Prerequisite: CHEM 110 (C minimum)

CHEM 121-3
Principles of Chemistry 2 (3,0.5,2.5)(L)

A continuation of CHEM 111.

Prerequisite: CHEM 111 (C minimum)

CHEM 131-3
The World of Chemistry (3,0,0)

This is an introductory chemistry course for non-Science students who have little or no background in Science or Mathematics. No credit will be given for this course towards a B.Sc. degree. The object of this course is to discuss a variety of issues involving chemistry in today's world.

Prerequisite: First Year Standing

CHEM 157-3
General Chemistry for Health Technologists 1 (3,0,3)(L)

A survey course of general chemistry, with emphasis on areas of chemistry important to respiratory therapy. Lecture topics include: stoichiometry; solution calculations; properties of gases; oxidation and reduction; electrochemistry; acids and bases; organic chemistry; and physiological chemistry of electrolytes. The laboratory stresses basic precision techniques in quantitative analytical chemistry and selected instrumental techniques. General case histories relate to respiratory therapy.

Prerequisite: Chemistry 12 or CHEM 060, Principles of Mathematics 12, or MATH 060/061, or equivalent. Admission to the Respiratory Therapy program.

CHEM 200-3
Relativity and Quanta (3,1,0)

Special relativity: Lorenz transformations; dynamics and conservation laws. Quantum Physics: the experimental evidence for quantization; a qualitative discussion of the concepts of quantum mechanics and their application to simple systems of atoms and nuclei. This course is the same as PHYS 200.

Prerequisite: PHYS 110/120 or PHYS 115/125, MATH 113/123 or MATH 114/124 or MATH 115/125

Note: Credit will not be given for both CHEM 200 and PHYS 200

CHEM 212-3
Organic Chemistry 1 (3,0,3)(L)

A study of the compounds of carbon with an emphasis on reaction mechanisms to illustrate the basic principles of organic chemistry. Topics will include structure and bonding, preparations and reactions of the functional groups, and stereochemistry. Biological and biochemical applications will also be discussed. The laboratory will illustrate basic separation, purification and identification techniques. Spectroscopic techniques will be introduced.

Prerequisite: CHEM 110/120 or 111/121 (C minimum)

CHEM 215-3
Chemical and Analytical Applications of Spectroscopy (4,0,3)(L)

This course introduces fundamental concepts and applications of spectroscopy focusing on ultraviolet/visible atomic and molecular spectra, infrared spectroscopy, nuclear magnetic resonance (NMR) and electron spin resonance (ESR) spectroscopy.

The laboratory component will involve the preparation, spectroscopic characterization and analysis of both inorganic and organic molecules which illustrate some of the topics discussed in lectures.

Prerequisite: CHEM 110/120 or CHEM 111/121 (minimum C grade), PHYS 110/120 or PHYS 115/125

Note: Students with credit for CHEM 211 and CHEM 221 will not receive credit for CHEM 215 and CHEM 225.

CHEM 222-3
Organic Chemistry 2 (3,0,3)(L)

A continuation of CHEM 212.

Prerequisite: CHEM 212 (C minimum)

CHEM 225-3
Physical Chemistry (4,0,3)(L)

This course is intended for science majors. It introduces chemical kinetics and thermodynamics with applications to gas behaviour and phase and reaction equilibria.

The laboratory portion of the course involves preparative and kinetic studies as well as the experimental study of aspects of thermodynamic measurements.

Prerequisite: CHEM 110/120 or CHEM 111/121 (minimum C grade), MATH 123 or 124 or 125 (MATH 211 is strongly recommended)

Note: Students with credit for CHEM 211 and CHEM 221 will not receive credit for CHEM 215 and CHEM 225.

CHEM 301-3
Aqueous Environmental Chemistry (3,0,0)

This course introduces students to properties and composition of natural waters. Topics include hydrologic cycle, water quality, partitioning, transport, chemical equilibria, pH, complexation, redox processes and water treatment.

Prerequisite: CHEM 215/225 (C minimum), CHEM 212/222 (C minimum) is recommended.

CHEM 302-3
Atmospheric Environmental Chemistry (3,0,0)

Introduction to structure, composition and chemical processes occurring in Earth's atmosphere, including interactions with solar radiation, stratospheric ozone layer, photochemical smog and acid rain.

Prerequisite: CHEM 215/225 (C minimum)

CHEM 303-3
Environmental Geochemistry (3,0,0)

This course will examine the complex relationship between environmental factors and the geochemical history of surface and sub-surface rocks. This course is the same as GEOL 303.

Prerequisite: GEOL 111 and CHEM 225 (minimum C grade)

Note: Credit will not be given for both CHEM 303 and GEOL 303

CHEM 306-3
Principles of Physical Chemistry (3,0,0)

This course will cover chemical thermodynamics and reaction kinetics at a third year level. Topics covered will include a review of the First, Second and Third Laws of Thermodynamics; non-equilibrium thermodynamics; criteria for physical and chemical equilibria (phase equilibrium and equilibrium constants); thermodynamic activities; solubility equilibria; electrochemical potentials; reaction kinetics and reaction dynamics.

Prerequisite: CHEM 215/225 (C minimum), MATH 211 is strongly recommended

CHEM 307-3
Applications of Physical Chemistry (3,0,0)

This course will consider the application of physical chemical principles to a selection of topics including some drawn from areas of biochemical and environmental interest.

Prerequisite: CHEM 306 (C minimum)

CHEM 308-1
Physical Chemistry Laboratory (0,0,4)(L)

In this laboratory course a selection of physical chemistry experiments will be carried out which illustrate various physical chemical principles.

Prerequisite: CHEM 306 (C minimum)

CHEM 310-3
Instrumental Analysis (3,0,0)

This course will introduce the student to the wide range of instrumental methods used in chemical analysis as they are applied to modern analytical chemistry. The course involves an introduction to statistical evaluation of chemical data, electrochemical methods, optical spectroscopic methods, mass spectrometry and chromatography.

Prerequisite: CHEM 215/225 (C minimum)

Corequisites: CHEM 312

CHEM 312-1
Instrumental Analysis Laboratory (0,0,4)(L)

This laboratory course is designed to accompany CHEM 310 and will provide practical, hands-on laboratory experience in performing chemical analysis using chemical instrumentation encountered in CHEM 310. The student will perform statistical evaluations of experimental chemical data.

Prerequisite: CHEM 215/225 (C minimum)

Corequisites: CHEM 310

CHEM 314-3
Method Development and Applications in Analytical Chemistry (3,0,0)

This course will focus on analytical method development, including sampling and sample handling, extraction, determination, and data acquisition. The analysis of organic and inorganic compounds in a variety of matrices will be discussed. Case studies from the literature will illustrate typical applications.

Prerequisite: CHEM 310/312 (C minimum)

CHEM 322-3
Advanced Organic Chemistry (3,0,0)

This is a lecture course that covers the theory and practice of modern organic synthesis. The emphasis is on important carbon-carbon bond forming reactions, significant reactions of functional groups and the use of protecting group strategies in organic synthesis. In addition, the chemistry of amino acids, peptides, carbohydrates and heterocycles is studied in the context of the above topics.

Prerequisite: CHEM 212/222 (C minimum)

CHEM 323-3
Organic Spectroscopy (3,0,0)

This is a lecture course that covers the theory and practice of modern spectroscopic techniques for the structural elucidation of organic compounds. The emphasis is on both the theory and practice of spectroscopic techniques, particularly NMR spectroscopy, for determining the structures of pure organic compounds.

Prerequisite: CHEM 212/222 (C minimum)

CHEM 324-1
Organic Chemistry Laboratory (0,0,4)(L)

In this laboratory course a selection of organic chemistry experiments are designed to develop synthetic skills and application of spectroscopic techniques to organic molecules.

Prerequisite: CHEM 212/222 (C minimum)

CHEM 331-3
Inorganic Chemistry 1 (3,0,0)

This is a lecture course designed to introduce students to the varied aspects of transition metal chemistry and a wide variety of techniques which have been applied to these systems. Some topics to be included are coordination numbers, stereochemistry, diastereomers, enantiomers, coordination equilibria, and the kinetics and mechanisms of substitution and electron transfer reactions. Crystal Field and Molecular Orbital descriptions of bonding will be developed and applied to electronic spectra and magnetic properties. Application to some bioinorganic systems will be introduced.

Prerequisite: CHEM 215/225 (C minimum)

CHEM 332-3
Inorganic Chemistry 2 (3,0,0)

This is a lecture course designed to introduce students to the varied aspects of main group chemistry and a wide variety of techniques which have been applied to these systems. Some topics to be included are ionic bonding and the solid state, simple ideas of covalent bonding and molecular orbital descriptions of main group compounds. A systematic survey of selected chemistry of main group elements may be conducted.

Prerequisite: CHEM 331 (C minimum)

CHEM 333-1
Inorganic Chemistry Laboratory (0,0,4)(L)

In this laboratory course a selection of inorganic chemistry experiments are designed to develop synthetic skills and application of spectroscopic and magnetic techniques to inorganic systems.

Prerequisite: CHEM 331 (C minimum)

CHEM 407-3
Special Topics in Physical/Environmental Chemistry (3,0,0)

This lecture course will consider in depth a selection of topics drawn from the areas of Physical Chemistry and Environmental Chemistry. The particular topics chosen may vary each time the course is offered.

Prerequisite: CHEM 302/306 (C minimum)

Note: CHEM 407 is offered in "odd" numbered years.

CHEM 422-3
Special Topics in Organic Chemistry (3,0,0) (Options A and B)

This lecture course will consider (Option A) the isolation, structural identification and synthesis of secondary metabolites produced by living things, either as a defence strategy against other organisms or for some other biochemical purpose **OR** (Option B) principles and factors which govern the course of organic chemical reactions and the reactivity of organic molecules.

Prerequisite: CHEM 322 (C minimum)

Note: CHEM 422 is offered in "even" numbered years.

CHEM 432-3
Special Topics in Inorganic Chemistry (3,0,0) (Options A and B)

This lecture course will consider (Option A) the chemistry of compounds containing organic groups directly bonded to metals and metalloids via a metal-carbon bond, with emphasis placed on the structure and bonding of the compounds and their use in synthetic, catalytic and industrial chemistry **OR** (Option B) the chemistry of inorganic compounds in the functioning of biological systems, with emphasis on the structure and bonding of the metal in biologically active systems and the use of inorganic compounds as drugs and diagnostic probes.

Prerequisite: CHEM 331 (C minimum)

Note: CHEM 432 is offered in "even" numbered years.

CHEM 440-1
Advanced Analytical Chemistry Laboratory (0,1*,3*)(L)

This is a half-semester (6 week) advanced laboratory course in Analytical Chemistry which is concerned with the application of instrumental methods to the chemical analysis of real sample types.

Prerequisite: CHEM 310/312 (C minimum)

CHEM 441-1
Advanced Inorganic Chemistry Laboratory (0,1*,3*)(L)

This is a half-semester (6 week) advanced laboratory course in Inorganic Chemistry which is concerned with the development of synthetic skills, especially using modern, air-sensitive reagents. The application of spectroscopic techniques to inorganic and organometallic systems will be emphasized.

Prerequisite: CHEM 333 (C minimum)

CHEM 442-1
Advanced Organic Chemistry Laboratory (0,1*,3*)(L)

This is a half-semester (6 week) advanced laboratory course in Organic Chemistry which will illustrate advanced techniques and modern synthetic methods found in recent Organic Chemistry research literature.

Prerequisite: CHEM 322/323/324 (C minimum)

Note: CHEM 323 may be acceptable as a corequisite with permission of the instructor.

CHEM 443-1
Advanced Physical and Environmental Chemistry Laboratory (0,1*,3*)(L)

This is a half-semester (6 week) advanced laboratory course in Physical and Environmental Chemistry which will illustrate relevant Physical Chemistry principles in selected areas of Physical and Environmental Chemistry.

Prerequisite: CHEM 302/308 (C minimum)

Note: CHEM 302 may be acceptable as a corequisite with permission of the instructor

CHEM 444-1
Advanced Chemical Biology Laboratory (0,1*,3*)(L)

This course is a practical laboratory course that introduces students to advanced laboratory techniques in chemistry and molecular biology. The emphasis is on providing students with laboratory techniques and theory that are of current value in the biotechnology and pharmaceutical industries. These industries require professionals who have a strong background in organic chemistry, molecular biology and genomics. Some experiments will incorporate a problems-based learning approach, where students must research background material in order to complete an assigned project experiment.

Prerequisite: CHEM 322/324 (C minimum) and BIOL 323, BIOL 335 (C minimum); BIOL 415/425 and CHEM 442 are recommended.

CHEM 448-3
Directed Studies in Chemistry (L)

Students will undertake an investigation on a specific topic involving experimental work as agreed upon by the student and her/his faculty supervisor and co-supervisor.

Prerequisite: Acceptance into Chemistry or Environmental Chemistry Major; approval of supervisor and co-supervisor

CHEM 460-3
Special Topics in Applied Chemistry (3,0,0)

This lecture course is divided into modules focusing on applied aspects of several branches of chemistry. The selection of modules available in any particular year may vary due to instructor availability. Some module topics may include: Medicinal Chemistry, Supercritical Fluid Technology, Materials Science, Catalysis, Polymer Chemistry, Combinatorial Chemistry, Supramolecular Chemistry, Electrochemistry and the Chemistry of Waste Treatment.

Prerequisite: CHEM 306/310/322/331 (C minimum)

Note: CHEM 460 is offered in "odd" numbered years

Canadian Studies

CNST 200-3
Introduction to Canadian Studies (2,1,0)

This is a multidisciplinary course which provides a general introduction to Canadian culture and society. A wide range of regional and national topics will be discussed, including regionalism, multiculturalism, history, music, concepts of nationhood, politics, literature, film and theatre.

Prerequisite: None

CNST 242-3
Canadian Literature on Film (4,0,0)

This course will involve the student in a comparative study of the film adaptation of selected Canadian novels, short stories, plays, poems, and movie and television scripts. The course will concentrate on work of the last few decades but will examine some earlier works in order that students receive exposure to Canadian literary and film history.

Prerequisite: C (or better) in two first-year Academic English courses, or Instructor's written permission

Computing Science

Note: It is recommended that students registering for Computing 113 or 170 seek the advice of a Computing Science Department Faculty member prior to registration to determine which course is most suitable for their needs. Students with a B in Computer Science 12 may apply to the Computing Science Department for advanced placement into Computing 123.

Prerequisites

To qualify for a prerequisite, a mark of C or better must be achieved.

COMP 040
Fundamentals of Computing (0,5,0)

ABE – Intermediate: This course is designed to introduce students to the microcomputer environment at a basic level. Students will become familiar with computer equipment, terminology and applications. They will also gain basic skills using Microsoft Windows, file management, word processing and keyboarding.

Note: This course is taught by the College Preparation Department

COMP 050-3
Introduction to Micro Computers (L)

ABE – Advanced: This course is designed to introduce students to the micro computer environment at an intermediate level. Students will become familiar with Microsoft Windows, file management, word processing, spreadsheets, and the Internet. Historical and social issues arising from the use of computer technology is also covered.

Note: This course is taught by the College Preparation Department.

COMP 060-3
Introduction to Programming (L)

ABE – Provincial: A programming course designed for students who are planning to take a first year course in computer programming at the college or university level, CSOM or as a prerequisite for COMP 113. It assumes no previous experience on computers and aims to develop problem solving skills and knowledge of a computer language. Students will learn the Pascal programming language.

Prerequisite: Principles of Math 11 or MATH 051, COMP 050 or instructor's permission.

Note: This course is taught by the College Preparation Department.

COMP 065-3
Introduction to Desktop and Web Publishing (0,5,0)

ABE – Provincial: This is a computer studies application course intended to develop problem-solving and critical thinking skills using computer application software. Students will develop Desktop Publishing and Internet skills, including writing a Web page and conducting research over the Internet.

Prerequisite: COMP 050 (or equivalent), ENGL 050 (or equivalent) or instructor's permission.

Note: This course is taught by the College Preparation department.

COMP 100-3
Introduction to Information Technology (3,0,2)(L)

The main objective of this course is to provide students with an introduction to the "computer world" which will enhance their ability to use computer resources in everyday work. This introduction gives a basic computer knowledge that any graduate of a BSc Program should have to be competitive in the modern marketplace. During the course a student should: acquire understanding of the computer as a collection of resources (local and distributed) and its relevance and usefulness to student work; acquire the understanding and practical ability to search for the resources needed - globally on networks and locally on his/her computer system; be introduced to the computer as a system allowing sharing of the resources, which allows multi-person projects to be efficiently scheduled and coordinated; be exposed to the basic methods and tools provided by computer systems and incorporate those methods and tools at work; obtain the computer knowledge and confidence allowing them to keep pace with the changes in information technology.

Prerequisite/Corequisite: MATH 114 or MATH 115

Notes: 1. Students may not receive credit for more than one of COMP 100, 135 and 170 and BBUS 237

2. Students planning on completing a Major in Computing Science or Mathematical Sciences are NOT required to complete COMP 100.

COMP 113-3
Computer Programming 1 (3,1,1)(L)

An introduction to the use of structured problem solving methods, algorithms, structured programming, and object-oriented programming. The student will use a high level programming language to learn how to design, develop, and document well structured programs using software engineering principles. The workings of a computer will be learned as part of programming. The course is intended for students planning to take further courses in Computing Science or who just want a sound programming course.

Prerequisite: Completion of COMP 060 or C+ or better in Principles of Math 12 (MATH 060/061), or C+ or better in Physics 12, or instructor's written consent.

Note: Students may obtain credit for only one of COMP 113, COMP 152.

COMP 123-3
Computer Programming 2 (3,0,1)(L)

This course is a continuation of COMP 113 and provides a foundation for further studies in computer science. The objectives of the course are to continue to develop a disciplined approach to the design, coding, and testing of programs. The course will continue the discussion of object oriented programming and will provide an introduction to data structures, sorting and searching.

Prerequisite: COMP 113, COMP 152

COMP 135-3
Information Systems and Computerized Information Analysis (3,1,1)

The purpose of the course is to introduce computer terminology and system development techniques as they apply to information systems within the discipline. Students will be taught the principles and usage of computerized systems for data gathering, analysis, and reporting. Students will be taught how to design, implement, and use database systems, how to analyze data via databases and spreadsheets, and how to report results both as text and graphics. A comprehensive case study integrating various software environments that students will likely encounter in the work place will be used in this course.

Note: Students may not receive credit for more than one of COMP 100, 135 and 170 and BBUS 237

COMP 152-3
Principles of Software Development (3,0,2)(L)

A practical introduction to problem-solving on an electronic digital computer, emphasizing a structured approach to the design of algorithms and a good programming style. In the course we will introduce and use several high level programming languages used in the field of Engineering. The course is very similar to COMP 113 but is directed mainly at engineering students with the emphasis placed on engineering applications.

Prerequisite: Acceptance into the engineering program at UCC, or completion of Computer Science 12, or completion of COMP 060, or grade of "B" or better in Principles of Math 12

Note: Students may obtain credit for only one of COMP 113, COMP 152.

COMP 157-3
Introduction to Data Processing Principles (3,0,1)(L)

An introduction to the principles of data processing in business applications. Throughout the course students will work with and on computer problems which are encountered in business, such as accounting applications, data validation and storage, and report creation procedures. The student can expect to do a substantial amount of structured programming in this course using the COBOL language.

Prerequisite: Admission to the Computer Systems: Operations and Management program.

COMP 167-3
Introduction to File Processing (3,0,1)(L)

This course is a continuation of the topics in COMP 157. The concentration is on the more advanced features of data processing and file handling. Topics include procedures for handling sequential, index sequential and relative files, file updating techniques, data sorting and merging, specialized, input and output, and screen handling methods. In addition, there is a substantial section on software testing methodology. COBOL will be used in this course.

Prerequisite: C or higher in COMP 157 or written permission of the instructor.

COMP 170-3

Introduction to Computing (3,0,1)(L)

This course is intended for **non-science students** and non-mathematics students and is designed to offer a general introduction to the world of computers including the terminology, their history, their uses and impact on society, and their programming. During the labs, the student will learn how to operate and use a microcomputer, and some common microcomputer software such as Windows, word processing, spread sheets, presentation packages and graphics. The Internet as a research tool will also be introduced. Programming will also be learned.

Prerequisite: None

Note: COMP 170 is not recommended for students in the BBA program. These students should register in BBUS 237.

Note: Students may not receive credit for more than one of COMP 100, 135 and 170 and BBUS 237

COMP 191-3

Introduction to Computers and Business Information Systems (1,1,2)(L)

An introduction to computing in the business environment. Emphasis is placed on computer applications in business including Windows, word processing, spreadsheets, presentation packages and the Internet. Topics relating to computer needs for business will also be discussed.

Prerequisite: Admission to the Marketing/Management, Horticulture Business Diploma or Tourism programs.

COMP 198-3

Foundations of Computing Science (3,2,0)(L)

The course will provide breadth in the area of Computing Science for Computing Science Majors. Topics: hardware and software design including logic design, basic computer organization and system software; programming paradigms; external storage, sequential file processing and elementary relational databases; networks and electronic information services; artificial intelligence; ethical and societal considerations.

Prerequisite: COMP 113

Corequisites: COMP 123

COMP 213-3

Introduction to Computer Systems (3,1,0)(L)

The objectives of this course are: (a) to provide basic concepts of computer systems; (b) to introduce computer architecture; and (c) to teach an assembly language. Topics will include computer structure and machine language, assembly language, addressing techniques, macros, file I/0, program segmentation and linkage and assembler construction.

Prerequisite: COMP 123 or written consent of instructor with COMP 113

COMP 220-3

Introduction to Discrete Structures (3,1,0)

An introduction to Computing science applications of discrete mathematical structures. This course is intended for Computer Science students, but is not restricted to them. Topics include sets, propositions, permutations, combinations, relations, functions, graphs, paths, circuits, trees, recurrence relations, Boolean Maths, induction, and program correctness.

Prerequisite: COMP 113 or COMP 152 or COMP 123 and MATH 114

Note: This course is the same as Mathematics 222 - Discrete Mathematics

COMP 223-3

Data Structures, Algorithm Analysis and Program Design (3,1,0)(L)

The objectives of this course are: (a) to apply analysis and design techniques to non-numerical algorithms which act on data structures; (b) to utilize algorithmic analysis and design criteria in the selection of methods for data manipulation; (c) introduction to techniques for designing and implementing programs of intermediate complexity. The course continues the study of data structures and non-numerical algorithms begun in the first year. The course will include basic data structures such as stacks, queues, lists and trees as well as algorithm design and analysis, hash tables, sorting and searching. A number of group programming projects will be completed by students.

Prerequisite: COMP 123

COMP 252-3

Programming in C++ (3,0,1)(L)

C++ is a popular programming language in the computer industry. This course will cover the essentials of the C++ language, the implementation of commonly used data structures using C++ and the program design methodology will be object oriented programming.

Prerequisite: COMP 113, COMP 123, COMP 157 and COMP 167

COMP 253-3

Small Computer Systems: Organization and Architecture (3,1,0)(L)

This course presents the organization and architecture of modern, small computer systems. A discussion of representation and manipulation of information inside computers is followed by logic design basics, computer organization and an introduction to computer architecture. The second part of the course introduces the principles of operating systems, including the management of computer system resources, and provides an overview of current popular small systems operating systems. Topics are complemented by a seminar type workshop to give the learner hands-on experience with maintenance, configuration troubleshooting, upgrading, optimization, and usage of major small computer systems.

Prerequisite: Admission to the Computer System: Operations and Management Program.

COMP 254-3

Information Resource Management and Issues (3,1,0)(L)

Information Systems are an important service to organizations and the management of IS is important to understand both for the employee in the organization and for individuals interested in becoming IS managers in the future. This course will look at IS management and how it must effectively address the needs and imperatives of organizations, technologies and society. The computer profession has emerged as an essential player in organization as they vie for improved competitive positions by making strategic use of computer technology. Topic studies will include an overview, duties and organization of IS departments (including control of resources, staffing, security and disaster plans), organization IS to support end-user computing, the quality of life, work, professionalism and ethics. Case studies will be used to explore the topics.

Prerequisite: Successful completion of 1st year of CSOM or instructor's written consent.

COMP 256-3

Database Processing (3,0,1)(L)

This course introduces students to the concept of Database Processing. Fundamentals of I/O processing, File Organizations and Data Structures are examined in the context of Database systems. Database models, design, implementation and administration forms a major portion of the course. Students will also implement a database project using a current DataBase Management Systems (DBMS) on microcomputers.

Prerequisite: COMP 123. Admission to the Computer Systems: Operations and Management program.

COMP 257-3

Systems Analysis and Design 1 (3,1,0)

This course introduces the topics of systems analysis and design. Topics in Analysis include project initiation, preliminary investigation, definition of project scope, cost/benefit analysis, interviewing techniques, presentation techniques, detailed systems investigation and analysis. Topics in Design include object oriented design, input, output, files, systems processing and systems controls. This course may use CASE tools in the lab component.

Prerequisite: 1st year CSOM or instructor's written permission

COMP 262-3

E-Commerce Systems Development (3,1,0)

This course will introduce students to the design, implementation, and operation of Electronic Commerce systems. Emphasis will be placed on the technology involved in creating Web databases, data marts, data mining systems, and Interactive Data Warehousing. The course will also discuss financial issues (electronic payments system, customs, and taxation), privacy, security, and legal issues. Students will be required to

prepare a team project of a working E-Commerce system using a variety of current tools (including, but not limited to: Active Server Pages, VBScript, JavaScript, ColdFusion, DHTML, IIS, RDBMS: MS Access and Oracle). Upon completion, students should have a good understanding of the basic building blocks (concepts and technology) and their interrelations in the E-Commerce system. Students will be able to develop a small size E-Commerce transaction processing system using current tools.

Prerequisite: Successful completion of 3rd semester CSOM or instructor's written consent.

COMP 263-3
Small Computer Systems: Communication and Networks (3,1,0)(L)

Current advances in computer technology are bringing a new dimension to small computer systems networking. The networking of fast, reliable and inexpensive small computer systems is revolutionizing the organization of companies, downsizing applications and is a major new area of employment.

The course introduces the fundamentals of data communication and computer networks. Attention is dedicated to Local Area Networks, their organization, maintenance, and installation. A discussion of information transfer and data communication is followed by an overview of computer networks. Also included is an in-depth discussion of LANs, their design, installation, maintenance, administration, and their updating, as well as issues of data security, data backups and recovery. The course concludes with a discussion of LAN access to Wide and Global computer networks.

The course is supported by a series of hands-on practical workshops and seminars on the design, installation, and administration of typical LAN system.

Prerequisite: COMP 253 or instructor's written consent.

COMP 264-3
Languages - Advanced Programming (3,1,0)(L)

The course covers advanced programming techniques using object-oriented methodology for enterprise design and implementation. The following topics will be developed: (1) Use of Component Object Model for system development, (2) Design and implementation of a run time libraries for modern window applications including classes and ActiveX Components including ActiveX DLL's, ActiveX EXE's, and ActiveX Controls, (3) Client Server techniques used for distributed systems and for use over the Internet. Visual Basic will be the programming vehicle used in this course.

Prerequisite: COMP 123 (CSOM section) with a C or better, COMP 256 and COMP 257

Corequisites: COMP 262 and COMP 266

COMP 266-3
Introduction to Object Oriented Programming (3,1,0)(L)

This course will introduce students to object oriented design and programming. The concepts of objects, inheritance, encumbrance, polymorphism, methods and messages will be discussed.

Prerequisite: Completion of 3rd semester CSOM and C or better in COMP 252 or instructor's consent.

COMP 267-3
Systems Analysis and Design 2 (3,1,0)

A continuation of COMP 257. This course must be taken in conjunction with COMP 262. In the course students will carry out a detailed analysis of an existing business system and under guidance of the management of the system studied, will design an improved system. Topics to be studied include the design of systems controls, project management, scheduling and control, systems implementation and evaluation. This is a major hands-on training course. For non-co-op students, this course may only be taken in your graduation semester.

Prerequisite: COMP 257 and enrolment in COMP 262.

COMP 268-3
Special Topics in Computing (2,2,0)(L)

This course introduces selected current computing topics. Possible topics include multimedia, executive information systems, web site design and programming, etc. This course may make use of guest lecturers and case studies.

Prerequisite: Completion of 1st year CSOM or instructor's consent.

COMP 291-3
Computer Applications in Business (2,0,2)(L)

This is a business software applications course for students in Tourism programs. Building upon computer skills acquired in COMP 191, students in this course will complete business-related software projects. The emphasis of the course will be on computer applications in the tourism industry. In addition, a common thread throughout the course will be the application and integration of communications technologies with business software. Students will make extensive use of the World-Wide-Web and internet-based applications.

Prerequisite: ACCT 100, COMP 191.

Note:

1. **Students entering BTACS must see the BTACS coordinator before registering for BTACS courses.**
2. **Students taking the Computing Science major, or the Mathematical Sciences major, in the B.Sc. program must see the B.Sc. advisor before registering in 3rd or 4th year courses.**
3. **To qualify as a prerequisite, a mark of C or better must be achieved in the course.**

COMP 305-3 (Major, BTACS) (L)
Algorithm Design & Analysis (3,1,0)

Algorithm definition; tools and methods for algorithm analysis and design; mathematical notations; choice of data structure, space and time efficiency; computational complexity; and algorithms for searching and sorting.

Prerequisite: COMP 223, COMP 220/MATH 222, STAT 200

COMP 311-3
Models of Computation (3,1,0) (L)

Computer Science is the study of computers and programs, the collections of instructions that direct the activity of computers. The computers are made of simple elements but they perform very often a very complex task. The great disparity between the simplicity of the computers and the complexity of computational tasks offers intellectual challenges of the highest order. Theoretical computer science develops methods and models of analysis to meet those challenges.

This course provides an introduction to general computational models (logic circuits, upper bond on the size and depth of the circuits for important problems), automata (finite-state, random-access, Turing machines), formal languages and computational complexity (time and space bounded complexity classes, space-time tradeoffs).

Prerequisite: COMP 213, COMP 220, COMP 223

COMP 312-3 (Major)
Programming Languages (3,1,0) (L)

This course is a comparative study of programming languages including their syntax, semantics and run-time behaviour. It covers data abstraction, programming paradigms (functional, object oriented, procedural, relational) and their appropriate applications. Interpretation versus compilation as well as concurrent computations will be discussed.

Prerequisite: COMP 223

COMP 313-3 (Major)
Formal Languages, Automata & Computability (3,1,0)

This course includes formal grammars, normal forms, relationship between grammars and automata, regular expressions, finite state machines, pushdown automata, turing machines computability, The Halting Problem, Introduction to Recursive Function Theory, application to programming languages, editors and command languages (operating systems).

Prerequisite: COMP 213, 223, 220

COMP 314-3 (BTACS, Major)
Object Oriented Design and Programming (3,1,0)(L)

This course provides a foundation for further studies in Computing Science. The objectives of the course are to continue to develop a disciplined approach to the design, coding and testing of programs. The course will focus on object oriented design and programming and will

provide students with a good understanding of OO design and programming including understanding and developing console-based applications in C++, Windows and Visual C++ applications, and an introduction to Microsoft Foundation Class and inter-object communication.

Prerequisite: COMP 223

COMP 315-3
Java Programming (3,1,0)

The Java programming language is a modern object oriented language designed with two very important features: 1. platform independence allowing program to be executed on different machines and under the control of different operating systems; 2. direct support for HTML (and similar) documents. These two features made Java a language of choice for internet based applications. This course consists of four parts: overview of the Java environment, syntax, and libraries; OO program design in java; program design in Java for the internet (applets, servlets); multiprogramming in Java (multithreading).

Prerequisite: COMP 213, COMP 223

COMP 323-2 (BTACS)
Computer Networks: Principles (2,0,0)

This course covers computer networks organization, design, implementation and management. It covers the OSI (ISO) reference model, data communication, error detection and recovery, bridges, routers, and gateways; network naming and addressing, local and remote procedures; Internet technology, and Local Area Networks. It discusses various LANs' architectures, their design, implementation, and management.

Prerequisite: COMP 213, 223

COMP 324-1 (BTACS)
Computer Networks: Implementation (1,0,1)(L)

Includes a review of current LAN systems (Novell 4.0 and Windows NT) including their common problems, installation, set-up, administration, and troubleshooting.

Prerequisite: COMP 323

COMP 327-3 (Major)
Computer Networks (3,0,1)(L)

The main emphasis is on organization and management of LANs. The course objectives are: to learn about computer network organization and implementation and to obtain a theoretical understanding of data communication and computer networks and practical experience in installation, monitoring and troubleshooting of current LAN systems. The course introduces computer communication network design and its operations. The course includes the OSI communication model, error detection and recovery, local area networks, bridges, routers and gateways, network naming and addressing, and local and remote procedures. On completion of the course the student should be able in part to design, implement and maintain a typical computer network (LAN).

Prerequisite: COMP 213, COMP 223

COMP 332-3 (Major)
Computational Methodology (3,1,0)

This course covers selected topics in numerical computations with emphasis on computer arithmetic, analysis of roundoff errors, propagation of errors and environmental parameters. It includes the study of computational methodology as applied to solving problems in Numerical Linear Algebra (Direct and Iterative Methods), non-linear equations and non-linear systems of equations. The students will be introduced to the use of numerical software libraries and the design of numerical software packages.

Prerequisite: COMP 223

COMP 341-3 (Major)
Operating Systems (3,1,0) (L)

This course discusses principles and techniques for the design and implementation of operating systems: computer resource management (memory management, processor management, I/O management, file management, process management and security management) and process communication. Additionally covered are: Job Control Language and batch processing, case study of some operating systems, Real Time OS, and Concurrent computations. This course includes a practical OS design project.

Prerequisite: COMP 213, COMP 220, COMP 223

COMP 342-2 (BTACS)
Operating Systems: Principles (2,0,0)

This course discusses computer resource management (memory management, processor management, I/O management, file management, process management and security management). Topics covered are: Job Control Language and batch processing, case study of some operating systems, Real Time OS, and Concurrent Computations. This course includes a practical OS design project.

Prerequisite: COMP 213, COMP 220, COMP 223

COMP 343-1 (BTACS)
Operating Systems: Implementation (1,0,1) (L)

Practical review of current operating systems (Unix, Windows 95, Windows NT). Obtain practical experience in the installation, set-up and trouble-shooting of current operating systems.

Corequisite: COMP 342

COMP 351-3
System Implementation/Development Tools (3,1,0)(L)

Tools and techniques to promote programming productivity and software quality. Topics include specifications, code review and inspection techniques, testing and debugging methods and tools, reusable software components and templates, file system navigation, scripting languages, software configuration management, software tools, environments, and instrumenting and profiling.

Prerequisite: COMP 223

COMP 352-3 (Major, BTACS)
Software Engineering (3,1,0)(L)

This course introduces students to large-scale software development including software design, implementation and maintenance. Topics included are: software life cycle, design techniques, Psychology and Economics of software testing, organization and management of modular inter-communications, software engineering tools, project management including resource estimation, team organization and review. The students will apply these techniques to develop a software project.

Prerequisite: COMP 220, COMP 223, ENGL 229 or ENGL 230

COMP 354-3 (Major, BTACS)
Web Site Design & Programming (3,1,0)(L)

This course covers all aspects of WEB site design and programming including HTML, HTTP, Java Scripting, Visual Basic Scripting, client-side programming, as well as an introduction to XML and CGI programming. The course also includes advanced techniques in HTML programming (frames and style sheets).

Prerequisite: COMP 213, COMP 223

COMP 361-3 (Major, BTACS)
Database Systems (3,1,0)(L)

This course introduces students to database concepts. It reviews the underlying data structures that make up databases; trees, simple networks and complex networks, link lists and inverted list (indexes). Database design techniques are introduced using both the Entity Relationship model as well as an object oriented approach to designing database systems. The relational database model and data normalization will be taught as students design and implement a case study project. Data description language, data manipulation language (updates, queries, reports), and data integrity checking are also covered. Case study work will be completed using a relevant and current relational Database Management System, DBMS, software product.

Prerequisite: COMP 223

COMP 364-3 (BTACS)
Information Systems in Organizations (3,1,0)(L)

Topics to be covered are: basic system concepts and definition of an information system, transaction processing systems, management information systems, decision support systems, strategic information systems, office information systems, business information systems planning and how businesses use information systems for competitive advantage, the role of hardware/software/people, acquiring information systems resources, computer security and disaster planning. Examples of business systems will be included in the discussion of these topics.

Prerequisite: Admission into BTACS program

COMP 371-3 (Major, BTACS)
Applied Artificial Intelligence (3,1,0)(L)

Content includes: the scope of AI with special emphasis on rule based systems; knowledge representation and engineering; tools; techniques and areas of applicability; natural language interface; problem solving and games; pattern recognition and vision; and neural networks.

Prerequisite: COMP 305

COMP 411-3 (Major)
Language Processors (3,1,0)(L)

Translators; compilers; assemblers and interpreters; compiler organization; compiler writing tools; use of regular expression; finite automata and context free grammars; scanning and parsing; run; time organization; semantic analysis; and storage allocation and code generation.

Prerequisite: COMP 305, COMP 451 (recommended)

COMP 412-3 (Major, BTACS)
Distributed Systems (3,1,0)(L)

Evolution of technology and concepts underlying distributed computing systems. Fundamentals and principles of distributed computing. Language constructs for distributed programming. Formal specification of distributed systems. Distributed algorithms. Elements of distributed operating systems. Elements of fault-tolerant distributed architectures.

Prerequisite: COMP 323, COMP 324, COMP 342, COMP 343, COMP 361 (recommended)

COMP 423-3 (Major, BTACS)
Advanced Computer Networks (3,1,0)(L)

This course is designed as a follow-up course on computer networks and will emphasize the application of networking concepts taught in computer networks, as well as additional topics in wide area networking, frame and cell relay technologies, DCE, etc.

Prerequisite: COMP 323, COMP 324, COMP 361

COMP 424-3 (BTACS, Major)
Internet/Intranet (3,1,0)(L)

This course will present the most practical internet and intranet technologies and techniques to students. It will cover internet protocols, addressing and architecture, intranet and extranets design, installation, and management as well as all aspects of internet/intranet security and user/data authentication.

Prerequisite: COMP 323, COMP 354, COMP 361

COMP 432-3 (Major)
Advanced Computational Methodology (3,1,0)(L)

This course covers selected advanced topics in numerical computations with emphasis on analysis of errors. It includes the study of computational methodology as applied to solving problems in interpolation and approximation including splines and least spares data fitting, numerical differentiation and integration, numerical initial value ordinary differential equations and partial differential equations. The students will design a numerical software package.

Prerequisite: COMP 332

COMP 434-3 (Major, BTACS)
Modelling and Simulation (3,1,0)(L)

Numeric models of dynamic systems with emphasis on discrete stochastic systems. State descriptions of models, common model components and entities. A discussion of some common simulation languages (such as Simula, GPSS, Simscript, GASP, Dynamo). Simulation using algebraic languages. Methodology of simulation: data collection, model design, analysis of output, optimization, and validation. Elements of queuing theory and its relationship to simulation. Application of models of computer system.

Prerequisite: COMP 305

COMP 448-3 (Major, BTACS)
Directed Studies in Computing Science

Students will undertake an investigation on a specific topic as agreed upon by the student and the faculty member.

Prerequisite: Admission to the Computing Science Major, or to BTACS. Permission of the faculty member (supervisor) is required, and acceptance of the topic by a co-supervisor with the appropriate expertise. The co-supervisor may be either from on or off campus.

COMP 451-3 (Major, BTACS)
Systems Software Design (3,1,0)(L)

Systems software components and their functions; operating software, translators, linkers, loaders, crossassemblers; utility software; relationship of operating software to hardware; developing system software components; single user, multiprogramming and distributed systems (LANs) operating software; and terminate and stay resident programs.

Prerequisite: COMP 352

COMP 452-3 (Major)
Software Engineering Project (2,2,0)(L)

The student, as part of a team, will design, implement and test a large software system.

Prerequisite: COMP 352

COMP 454-3
Advanced Web Design and Programming (3,1,0)

This course is a continuation of COMP 354 (Web Site Design and Programming) and will discuss advanced web design concepts, technologies and techniques. It will cover server side programming aspects including advanced CGI techniques, ASP (Active Server Pages) and JSP (Java Server Pages), XML and the document model.

Prerequisite: COMP 354, COMP 361

COMP 461-3 (Major, BTACS)
Advanced Database Systems (3,1,0)(L)

This course continues with database concepts introduced in COMP 361. It begins with a review of database design and implementation principles. Discussions of the relational database model, designing for optimization, and normal forms will be continued up to and including domain/key normal form. Relational database strategies for Database Manipulation Languages (DMLs) will be discussed as well as Database Administration and multi-user database issues (control, security, optimization and related). In addition, distributed database systems with emphasis on Client/Server, Data Warehousing, Object-Oriented Database Systems and Web-Based database issues will be covered.

Prerequisite: COMP 361

COMP 462-3 (Major, BTACS)
E-Commerce Systems Development (3,1,0)(L)

This course will introduce students to the design, implementation, and operation of Electronic Commerce systems. Emphasis will be placed on the technology involved in creating Web databases, data marts, data mining systems, and Interactive Data Warehousing. The course will also discuss financial issues (electronic payments system, customs, and taxation), privacy, security, and legal issues. Students will be required to prepare a team project of a working E-Commerce system using a variety of current tools (including, but not limited to: Active Server Pages, VBScript, JavaScript, ColdFusion, DHTML, IIS, RDBMS: MS Access and Oracle). Upon completion, students should have a good understanding of the basic building blocks (concepts and technology) and their interrelations in the E-Commerce system. Students will be able to develop a small size E-Commerce transaction processing system using current tools.

Prerequisite: COMP 354, COMP 361

COMP 463-3
Distributed Databases and Distributed Data on the World Wide Web (3,1,0)

This course covers three major types of distributed architecture: client/server paradigm (2-tier, 3-tier, N-tier), distributed database environments (homogenous and heterogeneous), and data-centered co-operative systems. Topics include distributed system design, database transactions, query optimization, data replication, partitioning, and models for metadata. Students will be required to work on small projects using a variety of current DBMS software and tools (MS SQL Server 7.0, Oracle 8, MS Access 2000, XML, MSXML, ODBC, OLE-DB, ASP, VBScript on Web server).

Prerequisite: COMP 354, COMP 361

COMP 473-3 (BTACS)
Decision Support Systems (3,1,0)(L)

The course will include an overview of the development of DSS systems, information needs for managerial decision making and essential characteristics of decision support systems, Data Base, Model Base and Dialog Management, building a DSS and DSS produce evaluation. The course will explore new trends in PC based DSS and executive support systems, distributed processing and DSS including Group Decision Support systems and the integration of DAA and AI. It will also include the discussion of case studies and the students will be involved in reviews of current DSS in the literature, a hands-on development of a small-scale DSS, and comparative analysis of commercial DSS products.

Prerequisite: Admission into BTACS program

COMP 474-3 (Major, BTACS)
Expert Systems (3,1,0)

This course introduces artificial intelligence theory and practice underlying expert systems. Topics include: knowledge bases, inference engines, knowledge representation formalisms, knowledge acquisition, search and reasoning techniques, and other practical issues in the development of expert systems. For logic based approaches, it covers rule-based systems, semantic networks, frames, and mixed representation formalisms. For uncertainty management, it covers certainty factors, Bayesian network, D-S belief functions, and fuzzy logic.

Prerequisite: COMP 371

COMP 475-3 (Major, BTACS)
Neural Networks and Applications (3,1,0)(L)

This course introduces a field in soft computing, which is based on using non-deterministic algorithms, called artificial neural networks. Topics include: the perceptron, multilayer perceptron, radial-basis function networks, recurrent networks such as hopfield networks, back propagation, associative memory and fuzzy neural networks.

Prerequisite: COMP 305

COMP 482-3 (Major, BTACS)
Computer Graphics and User Interface (3,1,1)

Computer graphics objects: identification and characterization; graphics object representation; efficient algorithms for graphics objects manipulation; display devices; display data structures and procedures; graphical input; object modelling; transformation; graphics packages and systems; and graphics user interface.

Prerequisite: COMP 213, COMP 223

COMP 483-3 (Major, BTACS)
Multimedia (3,1,0)

The course discusses four interconnected topics: a) Design and presentation of information in computer systems. Cognitive perception of colour, space, animation and sound, and use of graphics, sound, animation, virtual reality and hypermedia in presenting information to the user. Methods of presenting complex information to the user. B) Concepts and methods of design, management, creation and evaluation of multimedia databases. Organization and retrieval of digital multimedia. Issues of image and sound capture, storage and retrieval. C) Impact of multimedia on society and ethical issues. D) Programming for multimedia: Java Programming for the Internet.

Prerequisite: COMP 213, COMP 223

COMP 491-3 (BTACS)
Project 1 (2,2,0)(L)

This course includes practical design and implementation of a supervised software engineering project in a chosen area of specialization in Computing Science.

Prerequisite: COMP 314, COMP 352

COMP 492-3 (BTACS)
Project 2 (2,2,0)(L)

This course is a continuation of COMP 491 (Project 1) and includes the practical design and implementation of a supervised project in an area of specialization in Computing Science.

Prerequisite: Fourth year standing in the BTACS Program

COMP 493-3 (BTACS)
Computer Issues (3,0,0)

Current computer issues and the selected topics from these will be covered: Impact of computer technology on society, historical perspectives, social and economic consequences of large-scale information processing systems and automatic control, legal and ethical problems in computer applications. Intellectual property. Computer and the individual: Machine versus human capabilities, facts and fancy, problematic-interface between man and machine. Privacy and security, needs for standards (implications of non-standardization). Ethics.

Prerequisite: Admission to BTACS program

COMP 498-3 (Major, BTACS)
Current Topics in Computing Science (3,1,0)(L)

This course introduces students to selected current topics in computing science. Because of the rapidly changing nature of computing science, the course contents will vary from year to year.

Prerequisite: Admission to the 4th year of the BTACS degree program, or to 4th year of the Computing Science Major program.

Conventions and Events

CONV 100-1
Events and Conventions Practicum (0,1,40)

This course requires the student to practice skills acquired during the first year of the Events and Conventions Management program. It will familiarize the students with the section of the industry they wish to follow. The student must successfully complete this section before certification is given by UCC.

Prerequisite: The successful completion of all courses in the first year of the Events and Convention Management Diploma program with a minimum of a 'C' in any course.

CONV 210-3
Managing Effective Meetings 1 (3,0,0)

Part 1 of a 2 semester course designed to give the students the skills necessary to plan, organize, manage and evaluate a festival, special event, meeting, seminar or conference. In addition to an overview of the industry, emphasis will be placed on objective setting, team building and program planning.

CONV 211-3
Managing Effective Meetings 2 (3,0,0)

Part two of a two-semester course is designed to give the students some practical experience in planning, organizing, managing and evaluating a special event or conference. As well, lecture topics will include transportation arrangements, selection of speakers, and audio-visual arrangements.

Prerequisite: CONV 210

CONV 219-3
Association Operations (3,0,0)

Using a Convention and Visitors Bureau as a model the student will learn the organization structure of non-profit associations. As well discussions will center around destination marketing, membership services, and fundraising.

CONV 226-3
Managing Festivals and Events (3,0,0)

This course covers the basic skills needed for a businesslike approach to planning and managing a well run, high quality community celebration. The focus of the course is on increasing organizational effectiveness and developing sound managerial strategies. Practical subjects such as fundraising and sponsorship, motivating volunteers, developing effective checklists, developing themes and creative ideas, resources and contacts, and samples of event publicity are also covered.

CONV 228-3
Trade Show Operations (3,0,0)

This course covers the trade show industry from both the perspective of the exhibitor and the organizer. Content will include techniques for

exhibition success and organization skills for producing an effective trade show.

CONV 250
Field Trip Activity Fee (Year 2 Events and Conventions Management Diploma)

Required for all second year students of the Events and Conventions Management Diploma program. The opportunity to better understand concepts discussed in the classroom by exposure to their application in industry.

Corrections

CORR 151-4
Foundations for Adult Corrections and Youth Custody Work (6,0,0)

This course explores the fundamentals of adult corrections and youth custody work in B.C. In encompasses a historical overview of corrections, along with the philosophies and organizational structures of the Ministry of the Attorney General Corrections Branch and the Ministry for Children and Families Justice Services Section. The justice system will be examined, with an emphasis on court processes and how an offender moves through the system from point of apprehension to expiration of sentence. Students will be introduced to a variety of topics concerning the roles and duties of correctional officers and youth custody workers, including legislative authorities, the use of force, professional conduct and ethics, and discrimination prevention. The course compares adult and youth custody programs, and explores the differences between institutional and community-based programs through an examination of case management principles and processes. The dynamics of the custodial environment and its effects on inmate/resident and staff interactions is discussed, in the context of the offender management. All topics presented provide a framework for understanding the various mandates that govern the field of adult and youth custody.

Prerequisite: Admission to the Adult Corrections and Youth Custody Program

CORR 152-2
Observation and Documentation (2,0,0)

This course combines theoretical and practical approaches to the skills of observation and documentation. The ability to observe situations, environments and people, along with the skill of documenting factual observation, are pivotal to working in the custody field. Written communication plays a large part in both adult and youth custody work. Students will have an opportunity to practice observation and interviewing skills. The key components of effective report writing are explored and the various reports associated with adult and youth custody are reviewed. The emphasis is on skill development of appropriate writing styles for all aspects of required documentation.

Prerequisite: Admission to the Adult Corrections and Youth Custody Program

Corequisite: ENGL 150

CORR 153-4
Practical Applications for Custody Work (6,0,0)

This course focuses primarily on skill development. A hands-on approach to many of the topics covered will allow the student to practice skills and develop effective methods for communicating with offenders, resolving conflicts, and averting crisis situations. Officer safety is emphasized, along with problem solving, escort procedures and inmate/resident discipline. Sample scenarios and video role-plays will simulate situations that can arise in custodial settings. Students will have the opportunity to respond to these situations. Reviews of student performance are conducted during class, allowing for constructive feedback and opportunities for further practice.

Prerequisite: Admission to the Adult Corrections and Youth Custody Program

CORR 154-3
Social Issues in Canada (4,0,0)

This course explores current perspectives on social problems in Canada. Course content will reflect the issues that are prevalent in the field of adult and youth custody today. Each social issue will be examined in terms of the impact on incarcerated offenders and the personnel who work with them. Social response to the problems identified will be discussed from the perspective of offender management practices, existing services and programming, as well as projected future needs.

Prerequisite: Admission to the Adult Corrections and Youth Custody Program

CORR 155-3
Managing Stress (3,0,0)

This course introduces students to the theories associated with stress and stress management. The focus is on recognizing the signs and symptoms of stress, along with developing coping strategies and practicing preventative measures. The impact of stress is examined in both the physiological and psychological perspectives. Stressors specifically associated with working in the field of adult corrections and youth custody are explored. Practical application of stress management theories is emphasized.

Prerequisite: Admission to the Adult Corrections and Youth Custody Program

CORR 156-1
Special Topics in Adult and Youth Custody (18 hours)

This course allows students to explore topical issues that directly impact present day custodial practices and centre operations. It examines the changing profiles of offender populations and issues associated with particular sub-groups within adult and youth custody settings.

Prerequisite: Admission to the Adult Corrections and Youth Custody Program

CORR 157-3
Fieldwork (147 hours)

This course provides students with an opportunity to experience work in adult and youth custody settings. Students will participate in fieldwork at various centres, where they will get an opportunity to work alongside adult correctional offices of youth custody workers. Students will observe the staff in the course of their duties and familiarize themselves with some of the routines and functions of a correctional/custody centre. The practicum component allows an opportunity for students to apply theory and skills learned in the classroom, as well as assess career choices and employment options.

Prerequisite: Admission to the Adult Corrections and Youth Custody Program

Community & School Support

CSSW 165-4
Field Work 2 (0,2,8)

This course requires that students complete a practicum in a facility/agency/school that provides service to people with various challenges. This practicum gives students an opportunity to apply classroom learning to field experiences and helps students identify and address the issues and demands of work in this field.

Prerequisite: All Fall semester courses. Admission to the Human Service Programs.

CSSW 166-3
Field Work 3 (0,2,32)

This is a six week practicum that is the final component of the Community and School Support Worker training. It provides the opportunity for students to demonstrate work readiness as they develop skills to support people with various challenges. Students must successfully complete this practicum to receive their certificate.

Prerequisite: All Fall and Winter courses. Admission to the Human Service Programs.

Computer Systems Technician

CTEC 210-2
Intermediate and Advanced Microprocessors (60 hours)

This course consists of theory and practical assignments which investigate the function, operation and structure of Intel processors, support devices and co-processors. The students will also investigate basic RISC and CISC principles.

Prerequisite: ELEC 125

CTEC 211-2
Advanced Test Equipment (60 hours)

This course consists of theory and practical assignments to perform troubleshooting activities on complex digital and microprocessor circuits using state-of-the-art troubleshooting tools and techniques.

Prerequisite: ELEC 125

CTEC 212-3
Personal Computer Hardware (90 hours)

This course consists of theory and practical assignments to identify PC hardware and software, use DOS commands and perform maintenance activities on simple PC systems.

Prerequisite: CTEC 211

CTEC 213-2
Intermediate DOS (60 hours)

This course consists of theory and practical assignments to write and debug Config.Sys, Autoexec.Bat and other batch files to set-up a computer system to operate within a DOS environment. The students will also apply memory mapping and virtual memory concepts.

Prerequisite: ELEC 125

CTEC 214-2
Personal Computer Peripherals (60 hours)

This course consists of theory and practical assignments to select, configure, install, operate, troubleshoot and repair a variety of PC peripherals. The student will perform memory upgrades and troubleshoot memory errors.

Prerequisite: CTEC 212

CTEC 215-2
Basic Computing (60 hours)

This course consists of theory and practical assignments to understand the basic principles of programming. The student will execute Qbasic programs within the Quick-BASIC environment.

Prerequisite: ELEC 125

CTEC 216-2
Personal Computer Systems (60 hours)

This course consists of theory and practical assignments to select, install and configure operating systems and applications on a PC System. The student will also configure, select and install a PC and its peripherals and maintain any PC-based computer system.

Prerequisite: CTEC 213/214

CTEC 220-3
Intermediate Computing (90 hours)

This course consists of theory and practical assignments to understand, debug and troubleshoot existing PC application programs as well as write new applications using 80x86 machine language, MASM, QuickBASIC and or QuickPascal.

Prerequisite: CTEC 215

CTEC 221-2
Basic Input / Output (60 hours)

This course consists of theory and practical assignments which identify PC I/O cycles, I/O buses and describe the components and methods of I/O transfers. The student will identify, build, modify and repair printed circuit boards.

Prerequisite: CTEC 220

CTEC 222-2
Advanced Input / Output (60 hours)

This course consists of theory and practical assignments to design and build simple interfaces for PC's and program their I/O's for operation within a DOS environment.

Prerequisite: CTEC 221

CTEC 223-2
Advanced Computing (60 hours)

This course consists of theory and practical assignments to understand, debug and troubleshoot existing PC application programs as well as write new applications using QuickC and C. The student will also investigate Object-Oriented Programming (OOP) using C++, Visual Basic and Visual C++ within a Windows environment.

Prerequisite: CTEC 220

CTEC 224-1
Principles of Data Communications (45 hours)

This course consists of theory and practical assignments to identify and describe the operation of hardware and software components of direct and modem communication systems. The student will install and configure software and hardware to establish communication links and monitor, diagnose, troubleshoot, and repair a variety of communication systems.

Prerequisite: CTEC 220

CTEC 225-2
Networks (60 hours)

This course consists of theory and practical assignments to identify and describe the operation of hardware and software components of local, metropolitan and wide-area networks. The student will install and configure software and hardware to establish communication links and monitor, diagnose, troubleshoot, and repair a variety of network systems.

Prerequisite: CTEC 224

CTEC 226-3
Research Project (90 hours)

This course is a practical course where the students will be assigned a task by the instructor or approved by the instructor which is designed to integrate all of the courses in the CTEC program. The students must design, build, interface, program and commission a PC-based process.

Prerequisite: CTEC 222/223

CTEC 280
Basic PC System Maintenance (60 hours)

This course will introduce the student to fundamental principles of PC maintenance. The emphasis will be on system installation and configuration. Students will become familiar with the functional operation of a PC and its major peripherals. The students will learn the basic procedures for configuring, installing and troubleshooting both the hardware and the application software.

Prerequisite: Admission to the Engineering Design and Drafting Technology Program and successful completion of COMP155.

Child and Youth Care

CYCA 182-4
Practicum 1 (0,2,8)

A practicum course which combines classroom activities and a work-place experience to assist students to integrate core concepts into their practice as child and youth care workers, to develop their skills as practitioners to engage in the design and delivery of individual and/or group programs with agency supervision and faculty contact.

Prerequisite: Admission to the Child and Youth Care Diploma program and successful completion of or current registration in all second year core courses (CYCA 200, 201, 202, 253 and 254)

CYCA 183-3
Practicum 2 (120 hours)

This course is the final practicum of the Child and Youth Care (CYC) Diploma program. It involves both a supervised 120-hours practicum at an agency which delivers community-based services to children and youth, as well as practicum seminars on campus during the semester.

Prerequisite: Admission to the Child and Youth Care Diploma program, successful completion of all second year core courses (CYCA 200, 201, 202, 253 and 254) and successful completion of CYCA 182

CYCA 200-3
Professional Foundations for Child and Youth Care Practice (3,0,0)

This course explores the foundations of professional practice. Issues related to professional identity, ethical practices, legislation and policy, children's rights, case management, and the interdisciplinary team approach will be explored.

Observation and recording skills and the written and oral communication skills needed in collaborative team work will be developed throughout the course.

Prerequisite: Admission to the Child and Youth Care Diploma program

CYCA 201-3
Introduction to Professional Child and Youth Care (3,0,0)

This course provides an overview of the child and youth care field and the professional identity of child and youth care practitioners. Students will understand the development of the field of child and youth care, principles and issues influencing the field, and a variety of settings in which child and youth care practitioners are employed.

Prerequisite: Admission to the Child and Youth Care Diploma program

CYCA 202-3
Theoretical Foundations in Child and Youth Care (2,1,0)

This course introduces students to the concepts of theory and practice and how the two relate. Students will explore three specific ways of thinking about, understanding and dealing with behaviour and behaviour change: behavioural, psychodynamic and systemic. The influence of normative development, multiculturalism and gender sensitivity on therapeutic interventions will also be discussed.

Prerequisite: Admission to the Child and Youth Care Diploma program

CYCA 250-3
Special Topics (3,0,0)

This course provides an opportunity to examine selected current issues in child and youth care.

Prerequisite: Admission to the Child and Youth Care Diploma program

CYCA 253-3
Self and the Helping Relationship as a Context for Change (3,0,0)

This course emphasizes that an effective helper must be aware of the values, language, contextual speech, gender and cultural differences affecting his or her relationships.

Ideas, concepts and topics will emphasize the role and development of self as helper, and the importance and use of the helping relationship as a context for facilitating change.

Prerequisite: Admission to the Child and Youth Care Diploma program

CYCA 254-3
Guided Communication (3,0,0)

This course will build on the self awareness and communication skills developed in HUMS 151. Specific skills used in problem solving and facilitating change will be explored and practiced. This course will concentrate on the development of personal and professional skills that can be used by a child and youth care practitioner in helping children, youth and their families.

Prerequisite: Admission to the Child and Youth Care Diploma program

CYCA 261-3
Introduction to Therapeutic Interventions (3,0,0)

This course will introduce students to a variety of environmental, physiological, emotional or psychological conditions that underlie behavioural disorders. Assessment criteria used by professionals working in specific areas will be reviewed, and therapeutic interventions responsive to particular needs will be introduced. The course will involve research, interviewing and recording information to be shared with classmates.

Prerequisite: Admission to the Child and Youth Care Diploma program

CYCA 262-3
Introduction to Self in Groups (3,0,0)

This course will allow students to develop an awareness of themselves as group participants. As the course progresses, roles and styles of participation in groups will be explored. Communication skills will be practiced. Students will also learn how to prepare materials for, present, and lead a group learning process with children and youth.

Prerequisite: Admission to the Child and Youth Care Diploma program

CYCA 357-3
Law and Social Services (3,0,0)

The objective is to provide students in Child and Youth Care and Social Work with an understanding of the Law as an expression of social policy, and of the processes by which laws are developed, enacted and changed; Family law and the Family Courts, with special reference to laws affecting children; human rights as they apply to social services; the organization of legal services and the legal accountability and liabilities of social workers, child and youth care workers and others in the social service field.

Prerequisite: Admission to the Child and Youth Care Diploma program

Digital Art & Design

DAAD 110-3
Communications Graphics (3,0,0)(L)

This course is designed to develop the student's awareness of the principles and practice involved in the production and design of effective visual communications for both audio/visual and print production. Creative and practical applications of typography, photography and illustration, as they relate to visual problem solving in a computer graphics environment, will be covered. Oral and visual presentation skills will be emphasized.

Prerequisite: Admission to the Digital Art and Design program.

DAAD 120-3
Graphic Design (2,1,1)

The basis of design requires the bringing together of various elements – words, photographs, illustrations and graphic images – into one area to achieve an interaction with the intended audience that will communicate a message within a given context. This course will allow the students to explore the creative potential of these elements through conscious experimentation and study of the effects of reworking and refining ideas.

DAAD 130-3
Typography (3,0,0)(L)

This course provides the student with the typographic skills required to produce effective communications in the Computer Graphics and Desktop Publishing environments. The importance of sound typographic communication skills will be stressed. Elements of good typography. choosing the proper typestyle, and type as a powerful communication tool will be explored. An in-depth look at Desktop Publishing software will also be included in this course.

Prerequisite: Admission to the Digital Art and Design program.

DAAD 175-3
Graphic Applications and Digital Art & Design Systems 1 (2,1,3)

This is an introduction to the theories, processes, hardware and software used in solving illustration or photograph-based visual problems and creating computer generated artwork. Students will take their solutions from sketch through to print and network-based output for applications including: desktop publishing and prepress, multimedia and web development. Students will be exposed to hardware and software commonly used in the industry.

DAAD 195-3
Information Preparation and Digital Prepress 1 (2,1,3)

This course introduces the issues and technologies involved in moving print-based design projects from concept to final output. This will be accomplished through a study of print technologies, their limitations and attributes; and an exploration of common computer-based publishing technologies.

DAAD 196-3
New Media 1: Multimedia, Animation and Online Publishing (2,1,3)

In this course students are introduced to organizing information and designing user interfaces for computer delivered communications using prevailing development software. Topics will include: project planning – storyboards, maps and other planning documents; principles of animation – time, motion and juxtaposition as design elements; presentation design – both esthetic and pragmatic; user interface development; technical issues – file formats, moving information between various software packages, CDROM publishing, network-based publishing; players and roles; projects types and applications.

DAAD 220-3
Communications Graphics 2 (3,0,0)(L)

A continuation of DAAD 210. Students will be assigned a variety of visual communications problems including corporate logo design, brochure and publication design, as well as creative advertising techniques. By the conclusion of this course, students will be able to apply the principles of effective graphic design to a variety of computer graphics applications using various computer graphics software packages.

Prerequisite: DAAD 210. Admission to the Digital Art and Design program.

DAAD 240-3
Computer Graphics Applications (3,0,6)(L)

A continuation of DAAD 231 and DAAD 260 with the student concentrating on an area of specialization in computer graphics or animation. Students choosing multimedia applications will produce an animated sequence from storyboard through to videotape while students choosing computer graphics will explore the various applications for computer graphics, including desktop publishing, preparing of computer generated art for printing, and audio/visual slide presentations.

Prerequisite: DAAD 231, DAAD 260. Admission to the Digital Art and Design program.

DAAD 260-3
Production Art (0,1,6)(L)

This course is designed to allow students the opportunity to develop their skills as a computer artist. Preparation of a presentation level portfolio will be the primary focus of this course. Assignments will be aimed at developing the students' speed and dexterity on the computer. Students will also gain experience in working to tight production deadlines, coping with client generated restrictions and design limitations. Some assignments will be allocated to students from 'real world' production houses.

Prerequisite: DAAD 270. Admission to the Digital Art and Design program.

DAAD 270-3
Introduction to Computer Operations (3,2,8)(L)

This course will provide the students with a working knowledge of all in-house computer graphics and animation systems and software as well as the peripheral devices used in generating output for computer generated artwork. Basic computer operations, computer graphics terms and technology, an introduction to DOS, Windows, and Digital Prepress Technology and techniques will also be included in this course.

Prerequisite: Admission to the Digital Art and Design program.

DAAD 275-3
Graphic Applications and Digital Art and Design Systems 2 (2,1,3)

This is a continuation of DAAD 175 and explores advanced and complex usage of the theories, processes, hardware and software used in solving illustration and photographic visual problems and creating computer generated artwork. Students will take their solutions from sketch through to print and network-based output for applications including: desktop publishing and prepress, multimedia and web development. Students will be exposed to hardware and software commonly used in the industry. Problems in DAAD 275 increase in complexity and in technical requirements.

Prerequisite: DAAD 175

DAAD 284-3
Content Creation and Information Design (2,1,3)

This course explores the essential principles of multimedia writing, information design, editing and conception, including approaches to content arrangement, narrative, and the use of non-linear and associative patterns. Strategies for repurposing existing content will also be explored.

Prerequisite: DAAD 196

DAAD 286-3
Digital Art and Design Project (0,1,6)

This project gives students an opportunity to explore a Digital Art & Design area of their choosing to a greater depth. Students must identify: an area of learning, the specific resulting project, project milestones, and in conjunction with instructors identify a learning plan, and assessment criteria. Students are urged to use real-world projects wherever possible. To accommodate the widest possible range of learning goals, students may also tender a proposal to fulfill the requirements of this course with an elective offering. Proposals must be approved by the program coordinator or chairperson.

Prerequisite: Successful completion of 3 semesters of DAAD

DAAD 288-3
Project Management and Client Contact (3,1,1)

There are two elements to this course: project management theory which the students will apply practically to development projects in the program; and a case study component that puts students in touch with industry representatives for the exploration of client contact problems.

Prerequisite: Successful completion of year 1 of the DAAD program

DAAD 290-3
Multimedia & On-Line Publishing (3,0,3)(L)

In this course students will gain experience organizing information and designing user interfaces for computer delivered communications using prevailing development software. Topics will include: Project Planning-Storyboards, maps and other planning documents; Principles of Animation-time, motion and juxtaposition as design elements; Presentation design-both esthetic and pragmatic; User interface development; Technical issues-file formats, moving information between various software packages, CD ROM publishing, network-based publishing; Players and Roles; Projects types and applications.

Prerequisite: Admission to the Digital Art and Design Program

DAAD 291-3
Desktop Publishing and Digital Prepress (3,0,3)(L)

In this course students will explore the issues and technologies involved in moving print-based design projects from concept to final output. This will be accomplished through a study of print technologies, their limitations and attributes, and an exploration of common computer-based publishing technology.

Prerequisite: Admission to the Digital Art and Design Program.

DAAD 295-3
Information Preparation and Digital Prepress 2 (2,1,3)

This course is a continuation of DAAD 195 and examines the issues and technologies involved in moving print-based design projects from concept

to final output. Issues involving advanced color usage, service bureau liaison, and high-end printing will be covered in greater depth.

Prerequisite: DAAD 195, 110, 120, 130

DAAD 296-3
New Media 2: Multimedia, Animation and Online Publishing (2,1,3)

This is a continuation of DAAD 196. Students continue to explore organizing information and designing user interfaces for computer delivered communications using prevailing development software. Topics will include: project planning – storyboards, maps and other planning documents; principles of animation – time, motion and juxtaposition as design elements; presentation design – both esthetic and pragmatic; user interface development; technical issues – file formats, moving information between various software packages, CDROM publishing, network-based publishing; players and roles; projects types and applications. As projects increase in complexity, students will look at issues such as maintaining style in large web sites, template development, and leading edge technologies such as streaming media and animation.

Prerequisite: DAAD 110, 120, 130, 175 and 196

Corequisites: DAAD 280

Drafting

DRAF 152-3
Engineering Graphics (2,0,3)(L)

This course is intended for students in first-year engineering. The course covers the fundamentals of orthographic projection, technical sketching, engineering graphic standards and conventions, and graphic solution of space and vector problems. Conventional drafting techniques are limited to sketched solutions, with the majority of the assignments being performed on the computer using CAD software. The course includes three hours per week of computer lab time during which students will learn to operate AutoCAD software on PC workstations. The course includes an introduction to graphics programming using AutoLISP.

Prerequisite: Admission to Engineering Transfer Program or written consent of Program Coordinator.

Early Childhood Education

ECED 120-4 (formerly ECED 150)
Practicum 1 – Developing Relationships with Children (0,2,10)(L)

This course is designed to integrate theoretical knowledge and understanding of professional principles with field practice. Students practice observation and recording techniques, how to prepare the learning environment, develop relationships with children, and guide children under direct supervision.

Prerequisite: Admission to the Early Childhood Education Program

Corequisites: ECED 132, ECED 135

ECED 130-4 (formerly ECED 160)
Practicum 2 – Program Planning for Young Children (0,2,10)(L)

While continuing to pursue the goals of Practicum 1 (professional principles, observation and recording techniques, preparation of the learning environment, developing and maintaining relationships with children, guiding children), this course introduces expanded program planning responsibilities to the student. A field trip to the lower mainland to visit a variety of Early Childhood programs and provincial resources for children may form a component of this course.

Prerequisite: Admission to the Early Childhood Education Program; ECED 120

ECED 132-3 (formerly ECED 152)
Child Guidance (2,2,0)(L)

To develop meaningful relationships with young children and plan developmentally appropriate educational programs will require an ability to understand the significance of play, to interpret children's behaviour, to understand basic interaction strategies, and to develop the ability to individualize interactions with children in order to enhance their play.

Prerequisite: Admission to the Early Childhood Education Program

Corequisites: ECED 120, 135

ECED 133-3 (formerly ECED 163)
Child Health (3,0,0)

Child Health introduces the student to the health and safety of children by examining health related agencies, health regulations, and children with exceptionalities. Other topics included are nutrition, meal and snack planning, childhood illness, and hospitalization.

Prerequisite: Admission to the Early Childhood Education Program

Corequisite: ECED 131

ECED 134-3 (formerly HUMS 151)
Interpersonal Relations – Communication (3,0,0)

Early Childhood Educators are involved in a variety of interactions in their relationships. They, the children, parents, families, co-workers, supervisors, and other professionals are interdependent. Self-awareness and an ongoing commitment to become a competent communicator are fundamental to the positive development of these relationships.

Prerequisite: Admission to the Early Childhood Education Program

ECED 135-3
Introduction to Program Planning (2,2,0)(L)

Students will become familiar with a wide range of equipment, materials and supplies, including "real" or natural items and a variety of art media, that develop expression and creativity and foster growth in the whole child. Emphasis will be on the preparation of the learning environment, both physical and social, routines, and the role of the educator in developing, implementing, evaluating and documenting appropriate play experiences for children

Prerequisite: Admission to the Early Childhood Education Program; ECED 120, ECED 132

ECED 136-3
Curriculum Development (2,2,0)(L)

This workshop course examines the principles of developing, implementing and evaluating a play-based program. Students will learn how to plan activities for young children to explore sound, movement, music, books, stories, drama, and beginning literacy within the context of the whole program for children.

Prerequisite: Admission to the Early Childhood Education Program; ECED 120, ECED 132, ECED 135

ECED 144-3 (formerly HUMS 163)
Interpersonal Relations– Helping Relationships (3,0,0)

Professional relationships demand leadership, cooperation, and problem solving skills. Managing conflict is the responsibility of both those providing supervision and being supervised. Effective early childhood educators know when and how to offer support.

Prerequisite: Admission to the Early Childhood Education Program; ECED 134

ECED 220-4 (formerly ECED 158)
Practicum 3 – Demonstration Practicum (0,2,10)(L)

While continuing to pursue the goals of practicum 1 & 2, (professional principles, observation and recording techniques, preparation of the learning environment, developing and maintaining relationships with children, guiding children and program planning), increased responsibility for program development and implementation provides opportunities for reflection and practice of ethical decision making.

Prerequisite: Completion of Year 1 of the Early Childhood Education Program

ECED 230-5 (formerly ECED 260)
Practicum 4 – Programming for Individual Children (0,2,16)(L)

While continuing to pursue the goals of practicum 1, 2, & 3, (professional principles, observation and recording techniques, preparation of the learning environment, developing and maintaining relationships with children, guiding children and program planning), this course concentrates

on the development of program plans for individual children within group settings.

Prerequisite: Completion of the Early Childhood Education Certificate

Corequisites: ECED 255

ECED 231-3 (formerly ECED 263)
Child Growth and Development – Individual Differences (2,2,0)(L)

This course combines theory and ongoing research with examples of practical application. The purpose is to develop an understanding of the individual differences in intellectual, physical and social emotional development of children.

Prerequisite: Completion of Year 1 of the Early Childhood Education Program

ECED 235-3
Advanced Program Development (2,2,0)(L)

This course begins by surveying the historical foundations of early childhood education as revealed in the theories and practices of important philosophers and educators. This discussion of philosophy and play lays the groundwork for developing the important components of contemporary ECE programs. Philosophy and goals, in-depth projects, and the development of a comprehensive ECE program for young children are the essential topics covered during this semester.

Prerequisite: Completion of Year 1 of the Early Childhood Education Program

ECED 240-4 (formerly ECED 250)
Practicum 5 – Infant and Toddler Care (0,2,35)(L)

This course will allow the student to put into practice all the goals of practica 1, 2, 3 & 4 (professional principles, observation and recording techniques, preparation of the learning environment, developing and maintaining relationships with children, guiding children and program planning), with infants and toddlers.

Prerequisite: Completion of the Early Childhood Education Certificate

Corequisites: ECED 241, ECED 245

ECED 241-3 (formerly ECED 264)
Development and Care of Infants and Toddlers (2,1,0)(L)

Development of infants and toddlers are looked at with a particular emphasis on physical care, emotional needs, health and nutritional needs of children under three.

Prerequisite: Completion of the Early Childhood Education Certificate

Corequisites: ECED 240, ECED 245

ECED 244-3
Interpersonal Relations – Working with Families (2,1,0)

Learning to develop and maintain a partnership with families is seen as an essential ingredient in the successful operation of an early childhood education program. Students will gain knowledge in family systems theory as a means to understanding their interactions with families. Issues particular to families with infants and toddlers, and children with special needs will be addressed.

Prerequisite: Completion of Year 1 of the Early Childhood Education Program

ECED 245-3 (formerly ECED 274)
Program Development for Infants and Toddlers (2,1,0)(L)

This course focuses on the development of enriching programs and environments for children under three years of age that will provide for the maximum development of the whole child.

Prerequisite: Completion of the Early Childhood Education Certificate,

Corequisites: ECED 240, ECED 241

ECED 249-3
Administration of Early Childhood Education Programs (2,1,0)

This course examines many of the aspects involved in the administration and supervision of early childhood programs such as organizational structure, policies, procedures, and budget preparation. This course will also examine factors related to staff relations and personnel management

Prerequisite: Completion of the Early Childhood Education Certificate

ECED 255-3 (formerly ECED 273)
Programming for Individual Children (2,1,0)(L)

Students will gain knowledge about the supported child care program in British Columbia; observation and assessment techniques; report writing; developing, implementing and evaluating individualized education plans; case conferencing with a variety of community professionals; and increased awareness of the range of support services for children.

Prerequisite: Completion of the Early Childhood Education Certificate

Corequisites: ECED 230

Engineering Chemistry

Most chemistry laboratories begin the first week of classes. Students failing to attend will lose their laboratory space and may be required to withdraw from the course.

Students enrolling in Engineering Chemistry laboratory classes must purchase their own safety goggles (cost $6 - $10), lab coat (cost $15 - $20), and satisfactorily complete a laboratory safety orientation seminar.

ECHE 111-3
Principles of Chemistry for Engineers 1 (3,0.5,2.5)(L)

This course is the same as CHEM 111 except that Engineering students may complete different laboratory work.

Prerequisite: Admission to the Engineering Program

ECHE 121-3
Principles of Chemistry for Engineers 2 (3,0,0)

This course is the same as CHEM 121 except that Engineering students do not take the laboratory portion.

Prerequisite: Admission to the Engineering Program and ECHE 111 (C minimum)

Economics

BUEC courses can be used as ECON courses by all UCC students.

ECON 122-3
Introduction to Basic Economics (3,1,0)

A course designed to help students build a basic understanding of economic principles and issues without highlighting economic theory and modelling. Students who undertake this course will be able to understand and discuss economic issues at the level covered by the media.

Students will not receive credit for ECON 122 unless it has been completed prior to earning a grade of "C-" or better in either ECON 190 or ECON 195.

ECON 133-3
The Development of Western Capitalism: A Historical Perspective (3,0,0)

An in-depth look at the evolution of the economic system to the present day, with an emphasis on the economic problems facing developed and underdeveloped nations. The course will trace the emergence of industrial societies in Western Europe and North America and explore the historical roots of economic growth, the factory system, technological achievements, depressions, population growth, rising standards of living, inflation, unemployment and economic imperialism.

ECON 190-3
Principles of Microeconomics (3,1,0)

Markets, applications of supply and demand analysis, the theory of consumer behaviour and the impact of government regulations and

intervention on market performance. Other topics include the theory of the firm under perfect competition, monopoly, and monopolistic competition; the principles of oligopoly; productive efficiency; the distribution of income, the role of unions and factor market performance.

An introductory course for students who may wish to take subsequent courses in Economics.

Prerequisite: B or better in Principles of Math 11 or Applications of Math 12, or MATH 051, or equivalent; Principles of Math 12 highly recommended

ECON 195-3
Principles of Macroeconomics (3,1,0)

Topics include the determination of national income, production and employment, economic goals of the federal government and the limitation of monetary and fiscal policy in dealing with Canada's unemployment, inflation and balance of payments problems. Keynesian policy, monetarism and supply side economics will be studied in detail.

An introductory course for students who may wish to take additional courses in Economics.

Prerequisite: B or better in Principles of Math 11 or Applications of Math 12, or MATH 051, or equivalent; Principles of Math 12 highly recommended

BUEC 204-3
Managerial Economics (3,1,0)

Emphasis is upon economic models to business decision making and, in particular, on the rational analysis of choice alternatives within the firm. Topics will include consideration of optimizing techniques and analysis of risk, demand analysis, production and profit, long term investment decisions, and business forecasting.

Prerequisite: MATH 140, ECON 190 and 195 (Grades of C- or better)

Note: Students may not receive credit for both BUEC 204 and ECON 290

ECON 223-3
Canadian Economic History (3,0,0)

Issues in Canadian economic history. Topics will include the role of staples (wheat, pulp and paper, oil, natural gas, etc.) in Canadian development, reciprocity with the U.S., the national policy, protective tariff and structure of Canadian industry, the multi-national corporation and direct foreign investment in Canada, continentalism and the integration of Canada into the commercial empire of the United States. Current economic topics such as free(r) trade with the United States, deficits, the lingering unemployment problem and the impact of emerging environmental problems on the future of the Canadian economy.

BUEC 225-3
Capital Markets and Institutions (3,1,0)

The economic environment in which businesses operate including the role of the Bank of Canada, analysis of domestic and international money markets and institutions, and the basic capital asset valuation models.

Prerequisite: ECON 190 and ECON 195 (Grades of C- or better)

Note: Students may not receive credit for both BUEC 225 and ECON 310

BUEC 230-1
Probability for Business and Economics (1,0,0)

An introductory course designed for Business students who have taken MATH 120, and have not taken MATH 110. The course is designed to fill in the missing components of BUEC 232 that are not covered in MATH 120. Topics covered include probability, discrete random variables, distributions other than the binomial distribution, the sampling distribution and hypothesis testing of variances. Upon completion of this course with MATH 120, the student will be given an exemption for BUEC 232.

Prerequisite: MATH 120 (Grade of C- or better)

Note: Students who have taken MATH 110 or BUEC 232 may not receive credit for BUEC 230.

BUEC 232-3
Economic and Business Statistics 1 (3,1,0)

An introduction to elementary statistical techniques with emphasis on their application to business and economics.

Prerequisite: ECON 190 or ECON 195, and MATH 140 (Grades of C- or better); 30 credits.

Note: Students may normally receive credit for only one of the following: BIOL 300, BUEC 232, MATH 120, PSYC 210, SOCI 371, STAT 200.

BUEC 233-3
Economics and Business Statistics 2 (3,1,0)

An introduction to more advanced statistical techniques including econometrics and operations research. Students will be required to apply the statistical techniques covered in the course to data they collect in analyzing problems of individual interest.

Prerequisite: BUEC 232 (Grades of C- or better)

Note: Students may not receive credit for both BUEC 233 and BUEC 333.

ECON 243-3
Global and Canadian Economic Issues (3,0,0)

This course examines the World's and Canada's economic performance in the 21st century. The economic issues discussed and analyzed are those associated with the challenges facing the Canadian and World economies in the future. The course material will vary yearly depending on current economic issues.

Prerequisite: ECON 122, or ECON 190 and ECON 195 (Grades of C- or better)

ECON 260-3
The Economy of British Columbia (3,0,0)

The development and structure of the British Columbia economy. Particular emphasis is given to the roles of labour and natural resources (including fisheries, forests, minerals and energy) in the provincial economy.

Prerequisite: ECON 122; or ECON 190 and 195 (Grades of C- or better)

ECON 290-3
Intermediate Microeconomics I (3,1,0)

A rigorous treatment of microeconomic theory. This course includes the theory of consumer behaviour, with emphasis on indifference curve analysis; market demand; production theory, with emphasis on the two variable input case; the theory of cost; market organization; theory of distribution in perfectly competitive markets; and market failure.

Prerequisite: ECON 190; and either MATH 114/124, MATH 115/125 or MATH 140/141 (Grades of C- or better)

ECON 290 is not recommended for students completing the pre-BBA ECON elective unless they plan subsequent study in Economics.

ECON 295-3
Intermediate Macroeconomics I (3,1,0)

A rigorous treatment of macroeconomics theory with applications to contemporary policy issues. The determination and distribution of output in the long run. Classical dichotomy and the neutrality of money. The determinants of economic growth. The various components of unemployment in the long run. The cause of unemployment in the long run. The measurement, problems and determinants of inflation in the long run. The deficit and debate over Government Debt. The Keynesian, life cycle and permanent income theory of consumption. The theory underlying investment spending. The theory of money supply and demand.

Prerequisite: ECON 195; and either MATH 114/124, MATH 115/125 or MATH 140/141 (Grades of C- or better)

ECON 299
Special Topics in Economics

Credits for this course will be determined as per Policy ED-8-0. The subject matter will vary from semester to semester depending upon the interests of faculty and students.

Prerequisite: Permission of the Department of Economics & Finance

BUEC 304-3
Managerial Economics (3,1,0)

Emphasis is upon the relevance of economic models to business decision making and, in particular, on the rational analysis of choice alternatives

within the firm. Topics will include consideration of optimizing techniques and analysis of risk, demand, production and profit; long term investment decisions; and business forecasting.

Prerequisite: ECON 190 and 195 (Grades of C- or better)

Note: Cannot be used for upper division Arts credit. Students may not receive credit for both BUEC 304, BUEC 204, or ECON 290.

ECON 309-3
Managing Personal Economic Wealth (3,1,0)

This course deals with planning for, and achieving, personal economic health and is designed for non-business students. Topics include: determining and achieving financial goals; managing your wealth; understanding risk and what can be done to reduce it; the major tax implications of your choices; buying versus renting/leasing homes, cars and other items; investing in the stock/bond markets; planning for retirement; and planning for further education.

Note: This course is not open to BBA students nor can it be used for upper level credit for ECON majors

ECON 310-3
Canadian Financial Markets (3,1,0)

An introduction to money, assets and Canadian financial markets. Topics include: the players in the financial markets; the products in the financial markets and their pricing, based on their risk; the Canadian financial system, its institutions and regulation; and the role of money and monetary policy.

Prerequisite: ECON 195 (Grade of C- or better)

Note: Students may not receive credit for both ECON 310 and BUEC 225.

ECON 320-3
Introduction to Mathematical Economics (3,1,0)

Application of single and multivariable calculus to economics. Includes comparative static-analysis of household and firm behaviour as well as simple dynamic models.

Prerequisite: ECON 190 and 195, and MATH 141 or equivalent (Grades of C- or better)

BUEC 333-3
Economic and Business Statistics 2 (3,1,0)

An introduction to more advanced statistical techniques including econometrics and operations research. Students will be required to apply the statistical techniques covered in the course to data they collect in analyzing problems of individual interest.

Prerequisite: BUEC 232 (grade of C- or better); 60 credits

Note: Students may not receive credit for both BUEC 333 and BUEC 233.

ECON 336-6
Economic History of Canada (3,1,0)(3,1,0)

The growth of the Canadian economy in relation to development of natural resources, changing market conditions, industrialism, communications, and technology.

Prerequisite: ECON 190 and 195 (Grades of C- or better)

ECON 350-3
Public Finance: Policy Topics (3,1,0)

Examination of two or three selected policy problems from the areas of taxation, income security and public expenditures. Topics to be selected each year from areas of current or recent policy debate. Examples include public pension policy, privatization and public services, income tax or sales tax reform, federal-provincial cost sharing programs, tax incentives versus direct expenditures, welfare reform.

Prerequisite: ECON 190 (Grade of C- or better)

ECON 355-3
International Economics (3,1,0)

Introduction to international trade and finance, with an emphasis on international economic policy. Topics include the determinants of trade, balance of payments and selected policy issues (which may vary from year to year) such as tariff and non-tariff barriers to trade, bilateral and multilateral trade disputes, trade liberalization, trade development, capital mobility, political economy of protection and exchange rate policy.

Prerequisite: ECON 190 and 195 (Grades of C- or better)

ECON 360-3
Labour Economics (3,1,0)

A study of the Canadian labour market. Labour supply; the allocation of the time among work and non-market activity, participation in the labour force, education and training. The demand for labour. The determination of wages and employment. The effect of unions on wages and employment. The wage structure; wage differentials by occupation, industry, race and sex, and unemployment.

Prerequisite: ECON 190 (Grade of C- or better)

ECON 361-3
Industrial Relations (3,1,0)

The history, theory and practice of union behaviour in Canada. Union wage and employment policies. Industrial disputes and the theory of third part settlement.

Prerequisite: ECON 190 and 195 (Grades of C- or better)

ECON 365-3
Government and Business (3,1,0)

This course will analyze government intervention in the face of mergers, bigness, and monopoly power. As well it considers possible government intervention in the face of unacceptable firm behaviour.

Prerequisite: ECON 190 and either ECON 195 or POLI 111 (Grades of C- or better)

Note: This course is the same as POLI 365. Students may not receive credit for both ECON 365 and POLI 365.

Note: ECON/POLI 365 may be used to fulfill the pre-BBA elective requirement or the BBA Environmental requirement, but not both.

ECON 366-3
Industrial Organization (3,1,0)

This course examines theories of the firm, market structure models, business strategies, the role of information and advertising, international trade, and market structure.

Prerequisite: ECON 190 (Grade of C- or better)

ECON 367-3
Economic Analysis of Law (3,1,0)

The economics of market failure, equity and efficiency. Property rights, the economics of accident and contract law, criminal law and transactions costs, enforcement.

Prerequisite: ECON 190 (Grade of C- or better)

ECON 370-3
Benefit-Cost Analysis and the Economics of Project Evaluation (3,1,0)

Techniques and problems in benefit-cost analysis. Case studies of projects in such areas as natural resources, the environment, human resources, public service and transportation.

Prerequisite: ECON 190 (Grade of C- or better)

ECON 371-3
Economics of the Environment (3,1,0)

Economic analysis applied to various environmental issues, including sustainable development, quality of life and environmental impacts of specific industrial and consumption activities. The design and implementation of government policies. Global environmental effects of human economic activity.

Prerequisite: ECON 190 (Grade of C- or better)

ECON 374-3
Land Use (3,1,0)

Economic analysis applied to problems of land use. Rent theory. Land valuation. Land conservation. Techniques for assessing the efficiency of land use.

Prerequisite: ECON 190 (Grade of C- or better)

ECON 384-3
Economic Analysis of Health Services (3,1,0)

Analysis of efficiency and equity problems in health service markets. Models patients, physicians, not-for-profit hospitals, third party regulatory and payment agencies.

Prerequisite: ECON 190 (Grade of C- or better)

Not offered in 1996/97

ECON 390-3
Intermediate Microeconomics 2 (3,1,0)

This course deals with an extension and application of microeconomic theory but is still at the intermediate level. Topics include the theory of factors of production; general equilibrium analysis; welfare economics; intertemporal choice; public goods; risk and uncertainty.

Prerequisite: ECON 290 (Grade of C- or better)

ECON 395-3
Intermediate Macroeconomics 2 (3,1,0)

This course will consider short-run macroeconomic theory with applications to contemporary policy issues. For instance economic fluctuations, aggregate demand and the open economy, the interaction between the monetary and the real sectors, the neutrality of money, the effectiveness of fiscal and monetary policy aggregate supply theories, and the role of expectations.

Prerequisite: ECON 295 (Grade of C- or better)

ECON 399
Special Topics in Economics

Credits for this course will be determined as per Policy ED-8-0. The subject matter will vary from semester to semester depending upon the interests of faculty and students.

Prerequisite: Permission of the Department of Economics & Finance.

ECON 410-3
International Financial Markets (3,1,0)

An introduction to international financial markets, including those for foreign currency and assets. Topics include: the domestic operations of foreign financial institutions; the multinational activities of these institutions and of Canadian financial firms; and actual and optimal regulatory risk in the face of national treatment, Herstadt and country risk.

Prerequisite: ECON 310 (or equivalent) (Grade of C- or better), and either BUEC 204, BUEC 304 (Grades of C+ or better) or ECON 290 (Grade of C- or better)

BUEC 411-3
Financial Institution Management (2,2,0)

This course examines the techniques of risk measurement and management and applies them to various financial institutions.

Prerequisite: ECON 310 (Grade of C- or better) and either BUEC 204, BUEC 304 (Grades of C+ or better) or ECON 290 (Grade of C- or better)

BUEC 433-3
Forecasting in Business and Economics (3,1,0)

This course considers the problems which both arise in predicting economic activity, and in designing then implementing policies to control the relevant economic variables. A range of alternative forecasting techniques will be discussed and critically reviewed, then applied to the Canadian and B.C. economies.

Prerequisite: Either ECON 290, ECON 295, BUEC 204, or BUEC 304 and either BUEC 233, BUEC 333 or STAT 306 (Grades of C- or better); 60 credits

ECON 450-3
Economics of Taxation (3,1,0)

The economic analysis of taxation. Equity and efficiency; optimal taxation theory; partial and general equilibrium analysis of incidence; analysis of taxes such as the personal and corporate income taxes, sales and excise taxes, payroll tax and property tax.

Prerequisite: Either BUEC 204, BUEC 304 (Grades of C+ or better) or ECON 290 (Grade of C- or better)

ECON 455-3
International Trade (3,1,0)

An introduction to the pure theory of international trade. Topics include: the causes of trade and the gains from trade; factor-proportions theory; imperfect competition and returns to scale as determinants of the pattern of trade; protectionism.

Prerequisite: Either ECON 290 (Grade of C- or better), BUEC 204, or BUEC 304 (Grades of C+ or better)

Note: students who have taken BUEC 204 or BUEC 304 will be required to read some background material on the theory of consumer choice.

ECON 456-3
International Macroeconomics and Finance (3,1,0)

This course will analyze exchange rates, the balance of payments, the history of the international financial system, purchasing power and interest rate parity, international macroeconomic models, the efficiency of the foreign exchange market, the importance of the risk premium, exchange rate volatility and other topics.

Prerequisite: ECON 295 and either BUEC 233 or BUEC 333 (Grades of C- or better)

ECON 472-3
Development Economics (3,1,0)

The course examines the process of economic development in order to understand and explain why some countries are poor and others are rich and what can be done to make people better off.

Prerequisite: Either ECON 290, ECON 295 (Grades of C- or better), BUEC 204, or BUEC 304 (Grades of C+ or better)

ECON 480-3
Transportation (3,1,0)

Economic characteristics of the provision of transportation services, both passenger and freight; the market structure of the industry and the economic impact of the varying degrees of public regulation and promotion within the industry; the role of economic analysis in resolving problems of Canadian policy.

Prerequisite: Either BUEC 233 or BUEC 333 (Grade of C- or better), and either BUEC 204 or BUEC 304 (Grade of C+ or better) or ECON 290 (Grade of C- or better)

ECON 499
Special Topics in Economics

Credits for this course will be determined as per Policy ED-8-0. The subject matter will vary from semester to semester depending upon the interests of faculty and students.

Prerequisite: Permission of the Department of Economics & Finance.

Engineering Design and Drafting Courses (EDDT

EDDT 110-3
Graphical Communication (2,0,3)(L)

This course is designed to develop basic skills required for subsequent drafting and technology courses and to develop a sound understanding of drawing representation theory. Topics include: drawing technique; drawing media; orthographic projection; dimensioning; sectioning; auxiliary views; descriptive geometry; pictorial drawings; CADD applications.

Prerequisite: Admission to the Engineering Design and Drafting Technology program

EDDT 111-3
Computer Aided Design and Drafting 1 (2,0,3)(L)

Upon completion the successful student will have developed the fundamentals in the use of computer aided drafting through the use of microcomputers and AutoCAD Architectural Desktop software. Upon completion the successful student will be able to create, edit and plot drawings as well as perform file management functions. Topics also include orthographic projection; geometric construction; dimensioning; sectioning; working drawings; auxiliary views; pictorial drawings; adding

and modifying walls, doors, windows, stairs, and roofs. The successful student will create 3D views, elevations and sections of a typical residential home.

Prerequisite: Admission to the Engineering Design and Drafting Technology program

EDDT 140-3
Civil Technology 1 (3,0,2) (3,0,2)*(L)

This course introduces the student to the field of Civil Engineering Drafting and Design. The course includes subdivision mapping, survey computations, plotting from field notes, traverse and field calculations. A road project introduces the student to the computations and layout of horizontal and vertical road curves. Plotting of sewer systems in profile and plan is also covered.

Prerequisite: Admission to the Engineering Design and Drafting Technology program

EDDT 150-3
Statics and Strength of Materials (4,0,0) (3,0,0)*

This design course is intended to familiarize the student with the concepts of statical equilibrium and strength of materials. The course includes force analysis of trusses and frames, centroids, moments of inertia, and shear force and bending moment diagrams. Students examine the stress and strain effects of axial, torsional, bending and shear forces. Topics include deflections and an introduction to slenderness effects. The emphasis of the course is on problem solving and considerable importance is given to the presentation of calculations in an orderly engineering manner. Upon completion of this course, the student will have an understanding of the principles of statics and strength of materials as applied to basic structural and mechanical design problems.

Prerequisite: Physics 151, Math 154

EDDT 160-3
Building Technology 1 (4,0,2) (3,0,2)*(L)

An introduction to architectural drawing practices, with emphasis on the principles of wood-frame construction.

Topics include: basic residential design theory; the design process; architectural working drawings; wood-frame construction; masonry veneer wall assemblies; roofing materials and systems; stairs, ramps, handrails and guards; references to B.C. Building Code Part 9 (Housing and Small Buildings).

The project will involve basic planning, working drawings and detailing of a single family residence, with studies and applications of the B.C. Building Code and Kamloops Zoning By-law No. 5-1-200.

Prerequisite: EDDT 110; EDDT 111

EDDT 162-3
Materials and Applications 1 - Specifications (3,1,0)(L)

This course introduces the student to some of the more common materials and methods applied in contemporary building construction. Lectures will include an introduction to contract documents (specifications and working drawings), the advantages and limitations of the various types of contracts, bidding procedure using bid depository regulations, and the types of bonds most currently in use. Field trips will form an integral part of this course.

Prerequisite: Admission to the Engineering Design and Drafting Technology program

EDDT 180-3
Building Plumbing Design (3,0,2)(L)

The course introduces the student to the BC Plumbing Code and the Natural Gas and Propane Installation Code. In addition, the student will be introduced to plumbing and gas piping building systems representation. On completion of the course material the student will be capable of the design and layout of basic residential and commercial plumbing systems, the design and layout of basic residential and commercial Natural Gas piping systems. In addition to the abilities learned above, the student will be introduced to the general terminology and product knowledge associated with the plumbing, and gas system design.

During this course the student will be involved in the production of a commercial plumbing design and working drawings, including preliminary design sketches of each system.

Prerequisite: Admission to the Engineering Design and Drafting Technology program

EDDT 181-3
Building Electrical Design (2,0,1)

Fundamentals of building electrical systems design, involving introduction to the Canadian Electrical Code, electrical engineering design practices, and commercial electrical drawing production.

On completion of this course the successful student will be able to interpret electrical code requirements and apply those requirements; utilizing good engineering practice, to the development of a commercial building electrical design and the creation of electrical working drawings.

Prerequisite: Admission to the Engineering Design and Drafting Technology program

EDDT 182-2
Building Lighting Design (2,0,0)

Fundamentals of building lighting systems design, involving introduction to the Illuminating Engineering Society of North America (IES) engineering design calculation methods. In addition, the concepts of quantity and quality of illumination will be discussed.

On completion of this course the successful student will be able to determine the illumination requirements of a building through the utilization of the IES calculation methods and apply those requirements; utilizing good engineering practice, to the development of a commercial building lighting design and the creation of lighting working drawings.

Prerequisite: Admission to the Engineering Design and Drafting Technology program

EDDT 199-3
Construction Surveying (4,0,8)(L)

A course in practical surveying, involving measurement of horizontal angles and distances, elevations and use and care of surveying instruments. Applications of techniques to site surveying, including horizontal and vertical control; route surveys; measurement of profiles and cross-sections; computation and plotting from field notes by use of CADD.

Prerequisite: EDDT 140

EDDT 211-2
Computer Aided Design and Drafting 2 (2,0,2)(L)

Upon completion the successful student will have a working knowledge of OLE, menu customization, attribute extraction, importing and exporting different file formats, external reference files, and the creation of 3D surface and solid models, and the extraction of orthographic views from solid models.

Prerequisite: EDDT 111

EDDT 225-1
Building Design (1,0,1)(L)

Fundamentals of building design, involving functional and aesthetic characteristics of building interiors and exteriors. Topics include design philosophy and approach; site considerations (orientation, topographical features, geological and soil conditions); environment and region (climate, temperature differential, precipitation, wind and snow loads, sun intensity); use of building; individual space requirements (space proportions and sizes, relationships amongst individual spaces and circulation requirements, entrance and exit locations); building shape (interior and exterior); structural and modular aspects; community; cost and restrictions; building code and zoning by-laws; drawing requirements; the principles of design; creating new design ideas; design fundamentals; the design process; design proposals; building planning.

Prerequisite: Admission to the Engineering Design and Drafting Technology program

EDDT 240-3
Civil Technology 2 (4,0,2)(L)

This course is an extension of EDDT 140 and expands the students' knowledge of basic civil design and drafting. It is an introduction to transportation geometric design and included in this course are transportation systems planning and evaluation, design philosophy, road classification, spiral curve calculations, superelevation, route selection, vertical curve selection, and Asethetics.

Prerequisite: Admission to the Engineering Design and Drafting Technology program

EDDT 250-3
Structural Analysis (2,1,0)

This course examines structural loads and structural analysis. The intent of the course is to provide the student with the design tools necessary to carry out the structural analysis of a building.

The course includes a review of statics and strength of materials, the graphical design of trusses, arches and cable structures. Statically indeterminate beams are covered using both the method of consistent displacements and the three-moment equation. Statically indeterminate frames are analyzed using moment distribution. Analysis using frame analysis software is also covered.

The student is introduced to Part 4 of the National Building Code of Canada and will learn how to obtain the loads that act on building structures.

The emphasis of the course is on problem solving and considerable importance is given to the presentation of calculations in an orderly engineering manner.

Prerequisite: EDDT 160, MATH 154, MATH 164 (OR MATH 114, MATH 124)

EDDT 252-3
Fluid Mechanics (4,0,0)

This course on fluid mechanics includes fluid statics, energy concepts in fluid dynamics, fluid flow in pipes, pump selection and open channel flow. Students are assigned problems that reflect situations found in industry.
The course also includes an introduction to municipal service design. Some hydrologic concepts are introduced and the rational method is applied to storm sewer design.
Upon completion of this course, the student will have a good understanding of the principles of fluid mechanics as applied to practical problems.
Prerequisite: PHYS 151, PHYS 161, MATH 154, MATH 164 or MATH 114, MATH 124

EDDT 260-3
Building Technology 2 (4,0,2) (4,0,2)*(L)

This course involves the production of advanced level architectural design and working drawings featuring reinforced concrete, masonry, curtain wall, metal stud and structural steel construction.

Topics include: application of architectural design theory; the design process; architectural working drawings; structural steel construction; heavy timber construction; the building envelope; masonry veneer walls; masonry cavity walls; roofing materials and applications; curtain wall systems; stair construction details; ceiling suspension systems; application of B.C. Building Code Part 3 (requirements for use and occupancy, exits and fire safety) and Kamloops Zoning By-law No. 5-1-200.

The project will consist of a set of drawings for a moderate size commercial, institutional or multi-residential building.

Prerequisite: EDDT 160; EDDT 225

EDDT 262-2
Materials and Applications 2 - Estimating (2,0,1)(L)

A study of building construction materials and methods, emphasizing the construction processes and the scope of work in various trades. Basic principles of estimating will be covered, including work measurement , construction pricing and the preparation of tenders for the bidding process. Students will become familiar with the application of Timberline Precision Estimating software and traditional takeoff procedures. An estimating takeoff will be done for a small building.

Prerequisite: EDDT 160; EDDT 162

EDDT 263-3
Construction Management (2,1,0) (2,1,0)*

This course focuses on fundamental planning, scheduling, problem-solving and decision-making as applied to construction projects.

Topics include: facilities planning; work study using the Critical Path Method (CPM) in project planning, scheduling, control and management functions; work measurement techniques will be applied to job site estimating, planning and cost control; engineering economics; staff and material resource allocation; time cost analysis and computer applications.

Prerequisite: EDDT 162; EDDT 262

EDDT 265-3
Building Regulations (2,1,0) (2,1,0)*

A study of code regulations affecting the design and construction of buildings with specific references to use and occupancy, fire safety, energy efficiency and zoning requirements. This course will cover the British Columbia Building Code Part 3 (requirements for use and occupancy, exits and fire safety) and Kamloops Zoning By-law No. 5-1-200. An introductory examination of ASHRAE 90.1 Energy Conservation Requirements will relate to national and provincial energy conservation by-laws.

Prerequisite: EDDT 160; EDDT 225

EDDT 271-3
AutoLISP Programming (2,0,2) (2,0,2)*(L)

This is a course in the fundamentals of computer programming. The language that is used is the AutoLISP(programming language that is a version of common LISP that has been developed for the AutoCAD software.

Students completing this course will be able to write programs using the AutoLISP programming language to create their own CAD commands and to import and export data to and from CAD drawings. Students completing this course will be able to incorporate programs into the customization the AutoCAD software.

Prerequisite: EDDT 111; EDDT 211

EDDT 280-3
Building HVAC Design (3,0,2) (L)

The course will cover the fundamentals of HVAC systems, HVAC system components, general methods of the review and selection of HVAC equipment, methods of sizing ductwork and hydronic heating piping, and the methods of preparing a working drawing. On completion of the course the student will be capable of producing a design and layout of a heating ventilating and air-conditioning system for a commercial building. In addition, the student will be familiar with the general terminology and product knowledge associated with heating ventilating and air-conditioning design.

During this course the student will be involved in the production of a commercial HVAC design and working drawings.

Prerequisite: Admission to the Engineering Design and Drafting Technology program; EDDT 110; EDDT 111; EDDT 252; EDDT 281

EDDT 281-3
Building Services Theory (3,0,2)(L)

The student will be introduced to thermodynamics as it relates to heat transfer calculations, psychrometrics, and fenestration. In addition, this course will cover the basics in sound and vibration theory, hydraulic design theory, pneumatic design theory, control theory and control system types.

During this course the student will be required to demonstrate heating and cooling load calculations for a commercial building as well as determining the heating and cooling loads due to the ambient air conditions via use of psychometric calculations. The student will be required to design a hydraulic system, calculate acoustic values for ductwork and fan systems.

Prerequisite: Admission to the Engineering Design and Drafting Technology program; MATH 154; PHYS 161

EDDT 296-3
Steel Design (3,0,0) (3,0,0)*

This is a design course with major emphasis on the design and behaviour of steel structures. Topics covered include the selection of OWSJ, the design of structural steel trusses, purlins, beams, girders, girts, pin-ended columns, beam columns, and bracing.

The design of bolted connections including prying action is included. Base plate design is examined and the design of welded connections is covered. The student will also be introduced to the design of composite members.

Considerable use of calculator programs facilitates the solution of relatively complex design problems.

Prerequisite: EDDT 250

EDDT 297-3
Wood Design (3,0,0) (3,0,0)*

This is a design course with major emphasis on the design and behaviour of wood structures. Students completing this course will be able to design timber trusses, purlins, beams, girders, pin-ended columns, beam-columns

and bracing using sawn lumber plywood, glulam and manufactured products. The course also includes connection design using nails, bolts, lag screws and glulam rivets. Students will also be introduced to the Canadian Wood Council's wood design software "WOODS" (.

Prerequisite: EDDT 250

EDDT 298-3
Reinforced Concrete Design (3,0,0) (3,0,0)*

This course introduces the student to the design of reinforced concrete structures. Topics covered include the design of reinforced concrete beams, T-beams, columns, walls, footings, and retaining walls.

The course includes an examination of various methods of forming concrete beams, slabs, columns, walls and footings. Detailing of reinforced concrete is also introduced.

Upon completion of the course, the student will have knowledge of the fundamentals of reinforced concrete design and construction.

Prerequisite: EDDT 250

Education and Career Planning

EDCP 040-3
Education and Career Planning (5,0,0)

Education and Career Planning 040 is an ABE Intermediate course focusing on preparing adult learners with the life and employment skills required for successful employment. The students will be prepared to pursue various occupational and educational goals and to make effective decisions about their long and short term goals.

There are eight diverse components to this program. They include communications skills, career exploration skills, study skills and time management, interpersonal skills and cooperation, personal skills, living skills, job preparation, and setting an educational plan. Students will participate in a series of experiential modules.

EDCP 101-3
Education and Career Planning (3,0,0)

This course will explore the theoretical and practical aspects of career development, higher education and transitions with a focus on career and life planning. The purpose of this course is to help students make informed decisions in order to find the “right fit” in a career. The “right fit” comes when the work enables an individual to connect his/her inner world with the options available in the outer world.

Education

ARTE 320-2
Curriculum and Instruction in Art: Elementary (3,0,0)

Curriculum organization in art; principles and methods of instruction applied to teaching art.

CSED 402-3
Professional Use of Microcomputers for Teachers (3,1,0)

Principles and techniques of using microcomputers to improve teaching performance and classroom administration. Students will use word-processors, spreadsheets, graphics utilities, data base programs, and other software useful to teachers.

EDST 314-3
Analysis of Education (3,0,0)

Concepts, abilities and procedures for assessing educational claims, policies, and practices.

EDST 428-3
Social Foundations of Education (3,0,0)

An application of the social sciences to the study of education.

EDUC 310-4
Principles of Teaching: Elementary (2,4,0)

Introduction to principles and instructional procedures related to classroom management, instructional planning, and the assessment of learning as applicable across grade levels and subject matter fields.

EDUC 315-0
Pre-practicum School Experience (0,4,0)

Observation in specified educational settings; instructional tasks and analyses.

EDUC 316-3
Communication Skills in Teaching (1,3,0)

Study and practice of communication skills in educational settings. Candidates will be required to demonstrate satisfactory oral communication abilities.

EDUC 320-2
Curriculum and Instruction in Physical Education: Elementary (3,0,0)

Curriculum organization in physical education; principles and methods of instruction applied to teaching physical education.

EDUC 321-0
Orientation School Experience

A two week sequence of observations and instructional assignments in a selected elementary school. Scheduled during Term 2 of the first year of the pedagogical program.

Prerequisite: Education 310

EDUC 418-18
Extended Practicum: Elementary (0,40,0)

A developmental program of teaching practice, normally in one B.C. elementary school. Candidates will teach all subjects in the elementary curriculum. The assignment covers the full school term from early September until late December.

Prerequisite: All requirements set for Year 1.

EDUC 420-2
Organization in its Social Context (2,0,0)

The organization and administration of schools, including issues in governance, finance, and community and professional control and influence.

EDUC 442-3
Pedagogy of First Nations Education (3,0,0)

Pedagogical principles and practices suitable to First Nations students; methods of enriching the curriculum by including the cultural background of First Nations students.

EDUC 449-3
Supervised Study in Education (3,0,0)

This course is available only to outstanding students approved by the Associate Dean in their senior year to undertake a research investigation into a particular question. Students will conduct a research project on a topic related to teaching children in elementary school settings. The course will involve conducting a literature review, preparing a research project overview, carrying out the project, and writing a paper based on the project outcomes.

Prerequisite: Students must be accepted to the UCC School of Education program.

EDUC 495-9
Teaching Practicum (Elementary) (0,0,35)

Supervised teaching in a B.C. elementary school. For qualified teachers wishing to strengthen or expand areas of teaching competence and for those not enrolled in a full program of teacher education by requiring between 3 and 15 weeks of current teaching practice.

ENED 320-2

Curriculum and Instruction in Language Arts: Elementary (3,0,0)

Curriculum organization in language arts; principles and methods of instruction applied to teaching language arts.

ENED 334-3

Intermediate Drama (3,0,0)

A practical and theoretical study of the use of drama in grades 4-7 as both a medium of instruction and a performance art. The application of drama to learning across the school curriculum. Participants will be involved in collaborative learning experiences which will enable them to experience and reflect on drama in action.

ENED 341-3

Introduction to Teaching Children's Literature (3,0,0)

Methods of teaching literature to children. The appraisal of books and authors for children.

EPSE 313-3

Educational Application of Developmental Theories (3,0,0)

Theories of human development; developmental characteristics of persons from pre-school age through adulthood; implications for educational practice with students of different ages, including those with special educational needs.

EPSE 317-3

Development and Exceptionality in the Regular Classroom (3,0,0)

The teacher's role in working with schools, supportive services, parents, and communities to assist in dealing with major developmental and special educational issues and problems within the regular classroom program.

Pre- or co-requisite: EPSE 313.

EPSE 423-3

Learning, Measurement, and Teaching (3,0,0)

Theories of learning and instruction; principles and practices in the assessment of classroom learning; special attention is given to research on motivation, retention, transfer, problem solving, and concept development.

Prerequisite: EPSE 313 or 317.

LLED 324-3

Teaching French in Elementary Schools

Strategies, techniques and materials for, and administration of, Elementary French core programs.

Prerequisite: FREN 212 and 222 which are equivalent to UBC's FREN 220, or completion of UBC's FREN 202 or approval of instructor

MAED 320-2

Curriculum and Instruction: Mathematics (3,0,0)

An introduction to principles and practices for leading elementary school students in the learning of mathematics.

MAED 372-3

Mathematics Teaching: Problem Solving (3,0,0)

The development of a personal professional orientation to the use of problem solving activities when leading elementary school students in the learning of mathematics.

MUED 320-2

Curriculum and Instruction in Music: Elementary (3,0,0)

Introduction to methods and activities designed to teach the concepts of music for the primary and intermediate grades as outlined in Ministry documents.

READ 310-3

Introduction to Elementary Reading and Language Arts and Instruction (3,0,0)

Curricula, methods, materials and evaluation in the teaching of Reading and Language Arts.

READ 320-2

Curriculum and Instruction in Reading: Elementary (3,0,0)

Curriculum organization in reading; principles and methods of instruction applied to teaching reading.

SCED 320-2

Curriculum and Instruction in Science: Elementary (3,0,0)

Curriculum organization in science; principles and methods of instruction applied to teaching science.

SSED 320-2

Curriculum and Instruction in Social Studies: Elementary (3,0,0)

Curriculum organization in social studies; principles and methods of instruction applied to teaching social studies.

Electronics

ELEC 110-4

Basic Electricity and DC Circuits (120 hours)

This course covers the theory of DC circuits through analysis of Ohm's Law and Kirchhoff's Laws. It includes the wiring of basic circuits, fundamental measurement techniques using simple meters and troubleshooting of DC circuits.

Prerequisite: Acceptance to Electronics programs

ELEC 111-4

AC Circuits (120 hours)

This course covers the theory of AC circuits. It includes the wiring of basic circuits, fundamental measurement techniques using function generators and oscilloscopes and troubleshooting of AC circuits.

Prerequisite: ELEC 110

ELEC 112-4

Basic Semiconductor Circuits (120 hours)

This course covers the theory of basic semiconductor diodes and bipolar junction transistors and their application in power supply, switch and amplifier circuits. It includes the wiring, measuring and troubleshooting semiconductor circuits.

Prerequisite: ELEC 111

ELEC 113-1

Introduction to Computing (30 hours)

This course will introduce the students to PC hardware, DOS and Windows operation as well as using applications such as Word Processing, E-Mail, Internet and Electronics Simulators.

Prerequisite: Acceptance to Electronics program

ELEC 120-2

Discrete Analog Circuits (60 hours)

This course includes the theory of field effect transistors and thyristors and their application, amplifiers and oscillators. It includes the wiring, measuring and troubleshooting of these circuits.

Prerequisite: ELEC 112

ELEC 121-3

Linear Circuits (90 hours)

This course includes the theory of linear integrated circuits and their application as voltage regulators, amplifiers, oscillators, timers and comparators. It includes the wiring, measuring and troubleshooting of these circuits.

Prerequisite: ELEC 120

ELEC 122-2

Digital Logic (60 hours)

This course includes the theory of digital numbering systems, TTL and CMOS digital integrated circuits, basic gates and combinational logic. It includes the wiring, measuring and troubleshooting of these circuits.

Prerequisite: ELEC 121

ELEC 123-3
Digital Circuits (90 hours)

This course includes the application of TTL digital integrated circuits in counters, shift registers, encoders, decoders and other basic digital circuits. It includes the wiring, measuring and troubleshooting of these circuits.

Prerequisite: ELEC 122

ELEC 124-2
Microprocessor Circuits (60 hours)

This course includes the theory of Intel microprocessors and their application in basic computer circuits. It includes the wiring, measuring and troubleshooting of these circuits.

Prerequisite: ELEC 123

Co-requisite: ELEC 125

ELEC 125-3
Programming Microprocessors (90 hours)

This course includes the machine language programming and debugging of Intel-based single-board microprocessors and its application in the interfacing of basic computer circuits.

Prerequisite: ELEC 123

Co-requisite: ELEC 124

English

ENGL 030
Fundamentals of English

ABE – Fundamentals: This course combines reading and writing to provide students with a greater ability to cope in work and educational situations. Students will practice reading and writing skills, and develop basic grammar.

Note: This course is taught by the College Preparation Department.

ENGL 040-3
Basic Language Skills (6,0,0)

ABE – Intermediate: This course is designed to provide students with the knowledge, skills, and strategies to enter higher level courses. It is based on the following core skills: vocabulary development, reading, writing and study skills.

Note: This course is taught by the College Preparation department.

ENGL 050-3
Developing Writing Skills (6,0,0)

ABE – Advanced: A basic writing skills course which covers mechanics, sentence structure, grammar and composition. The major modes of writing (description, narration, and exposition) are covered.

Note: This course is taught by the College Preparation department.

ENGL 060-3
Literature and Composition (6,0,0)

ABE – Provincial: ENGL 060 is a Provincial Level (Grade 12 equivalency) course which prepares students for the demands of compositions required in academic courses. It provides for further development of writing and thinking skills begun in earlier levels. Students work with a variety of rhetorical models for essay development. Also included is a critical analysis of selected works of prose and poetry.

Prerequisite: Level 3 on the composition section of the LPI or ENGL 050 or equivalent

Note: This course is taught by the College Preparation department.

ENGLISH REQUIREMENT

All students (including mature students) who intend to enroll in English 110 or English 111 are required to meet one of the criteria below.

Note: International students are required to complete CESL 057 and CESL 058 with a grade of B- or better for Admission Requirement. CESL 059 can be used as a prerequisite for Career-Technical English courses (ENGL 150-159, ENGL 179, ENGL 185 and ENGL 285)

The Language Proficiency Index is used to diagnose the student's level of writing skills. The results provide an indication of the type and level of English course best suited to the individual's need.

LPI result slips should be presented during registration. Students in doubt as to interpretation of results and course placement should consult the Chairperson of English and Modern Languages or an Academic Advisor (OM1100).

This regulation applies to students transferring to UCC from other post-secondary institutions, unless they possess the equivalent of two semesters of first-year English.

Please check with the English Department regarding second year English offerings.

ENGL 110-3
Composition (4,0,0)

The emphasis is on the development of composition skills and on short essays, logical thinking and argument. Instructors may use some literature in the course.

Prerequisite: One of the following guidelines should be followed:

73% on the combined English 12 and Government exam (within the last 5 years)

or Level 4, on the composition section of the Language Proficiency Index (within the last 2 years)

or completion of English 060

or completion of CESL 057 and CESL 058 with a grade of B- or better

ENGL 111-3
Introduction to Prose Fiction (4,0,0)

A study of representative works of modern fiction - short story and novel. The course includes regular written assignments.

Prerequisite:

80% on the combined English 12 and Government exam (within the last 5 years)

or Level 5, on the composition section of the Language Proficiency Index (within the last 2 years)

or completion of English 110

or completion of CESL 057 and CESL 058 with a grade of B- or better

ENGL 121-3
An Introduction to Drama and Poetry (4,0,0)

A study of representative works of drama and poetry, including relevant background materials, with an emphasis on the twentieth century. Regular written assignments.

Prerequisite: ENGL 110 or 111

Note: ENGL 130/131 are Vocational courses ENGL 150-167 are Career-Technical courses

ENGL 130-3
Communications English 1 (4,0,0)

This course will develop communication skills by concentrating on word processing, oral presentations, basic grammar, and report writing.

Prerequisite: Admission to the Horticulture program.

ENGL 131-3
Communications English 2 (4,0,0)

This course develops business writing, job search, and oral presentation skills.

Prerequisite: Admission to the Horticulture program.

ENGL 149-3
Technical Communication for Applied Industrial Technology (3,0,0)

This course emphasizes effective technical communication skills in a number of applied industrial technology areas including electronics, welding and automotive. Instruction will include a review of basic writing skills, business correspondence, formal reports, technical description, technical instruction, and oral presentation.

Prerequisite: Acceptance in the Electronics program

ENGL 150-3
Communications and Business Composition 1 (4,0,0)

This course develops the various forms of professional communication required for success in the Human Service Programs.

Prerequisite: Admission to the Human Service Programs

ENGL 151-3
Business Composition (4,0,0)

Written and oral presentation skills essential to success in the business world are the focus of this course. Emphasis is placed on the theory and practice of successful business communication such that students will learn to create documents typical of their professional fields.

Prerequisite: Admission to the Accounting Technician, Marketing/Management, Tourism or Horticulture Business Diploma programs.

ENGL 153-3
Communications (4,0,0)

This course develops the various forms of professional communication, both written and oral, required for success in the field of Early Childhood Education.

Prerequisite: Admission to the Early Childhood Education Program.

ENGL 155-3
Technical Writing 1 (4,0,0)

This course introduces the student to styles and formats common in technical writing; it assists students in developing oral presentation and writing skills for effective communication.

Prerequisite: Admission to the Computer Systems: Operations and Management program.

ENGL 157-3
Communications English 1 (3,0,0)

This course is designed to provide students in the Respiratory Therapy program with an introduction to technical writing styles by concentrating on oral and written communication formats.

Prerequisite: Admission to the Respiratory Therapy program.

ENGL 161-3
Report Writing and Business Presentations (4,0,0)

This course emphasizes organization and presentation (both oral and written) of informative and persuasive reports specific to the relevant, professional fields.

Prerequisite: ENGL 151. Admission to the Accounting Technician, Marketing/Management, Tourism or Horticulture Business Diploma programs.

ENGL 162-3
Business Writing and Public Speaking (5,0,0)

This course focuses on business writing and oral skills essential in business settings. Topics include business correspondence, reports, proposals, job search, and informative and persuasive oral presentations.

Prerequisite: ENGL 110, Admission to the Accounting Technician or Tourism programs.

ENGL 165-3
Technical Writing 2 (4,0,0)

This course emphasizes technical communication, report writing, documentation, and, as well, improving research methods. It reviews the basics of grammar and writing improvement.

Prerequisite: English 155. Admission to the Computer Systems: Operations and Management program.

ENGL 166-3
Occupational Writing for AHTs (4,0,0)

Occupational writing and oral presentation skills are the focus of this course. Students learn and practice the career uses of correspondence, reports, proposals, instructions, definitions, and informational speeches.

Prerequisite: Admission to the Animal Health Technology program.

ENGL 167-3
Communications English 2 (3,0,0)

This course emphasizes effective technical job search, journal review, funding proposal, and formal report writing skills.

Prerequisite: English 157 or equivalent

ENGL 179-3
Technical Communications (4,0,0)

This course emphasizes effective technical communication skills, both written and oral. Students learn the technical approach to correspondence, reports, proposals, instructions, and informational speeches.

Prerequisite: Admission to the Wood Process Technology Diploma program

ENGL 185-3
Technical Writing 1 (4,0,0)

The course is designed to complement the EDDT Program by giving students the opportunity to improve grammar, writing, and oral presentation skills and learn the types of writing modes and patterns they will need to use in technical vocations.

Prerequisite: Admission to the Engineering Design and Drafting Technology Program

SECOND YEAR COURSES

As second year courses are governed by a system of rotation, not all courses listed below will be offered every year. Consult Department Chairperson for offerings this year.

ENGL 201-3
Intermediate Composition 1 (4,0,0)

Study of basic techniques and extensive practice in prose writing, with a focus on the descriptive and narrative modes. Attention will also be paid to grammar and punctuation, and various stylistic strategies.

Prerequisite: Any two of ENGL 110, 111 or 121

ENGL 202-3
Intermediate Composition 2 (4,0,0)

Study of basic rhetorical principles, and extensive practice in the writing of the expository and persuasive types. Attention will be paid to grammar, to the forms and fallacies of reasoning, and to various stylistic strategies.

Prerequisite: ENGL 201 or instructor's written consent

ENGL 204-3
Studies in Canadian Drama (4,0,0)

An introduction to various dramatic modes such as comedy and tragedy. Use will be made of audio-visual support materials. Evaluation will be balanced between critical papers and examinations. This course and ENGL 218 constitute a full year of English. This course is similar to ENGL 219 but uses Canadian drama as its central focus.

Prerequisite: C (or better) in two first-year Academic English courses, or instructor's written consent.

ENGL 209-3
Creative Writing - Fiction and Drama (3,0,0)

Workshops in the writing of fiction and drama.

Prerequisite: Normally first-year Academic English, but exceptions can be made. All prospective students must submit samples of their writing for the instructor to judge before permission to enroll can be granted.

ENGL 210-3
Creative Writing - Poetry and Drama (4,0,0)

Workshops in the writing of poetry and drama.

Prerequisite: Normally first-year Academic English, but exceptions can be made. All prospective students must submit samples of their writing for the instructor to judge before permission to enroll can be granted.

ENGL 211-3
Survey of English Literature, Beginnings to 17th Century (4,0,0)

A study of selected major authors of the Old English, Medieval and Renaissance periods in English literature. Authors will include Chaucer, Shakespeare, Donne and Milton.

Prerequisite: C (or better) in two first-year Academic English courses, or instructor's written consent.

ENGL 214-3
Biblical and Classical Backgrounds of English Literature 1 (4,0,0)

The course will introduce students to classical literature and the Bible (Old Testament) in such a way as to contribute to an enlightened appreciation of English literature. Representative works of English literature that have been influenced by the Bible and by classical literature will also be read and discussed.

Prerequisite: C (or better) in two first-year Academic English courses, or instructor's written consent.

ENGL 215-3
Women and Literature 1 (4,0,0)

Analysis of women's writing, beginning with a survey of the 18th and 19th centuries and then concentrating on contemporary authors.

Prerequisite: C (or better) in two first-year Academic English courses, or instructor's written consent.

ENGL 216-3
Introduction to American Literature 1 (4,0,0)

An introduction to the major writers and trends of thought in American literature up to and including Dickinson. Authors studied will include Emerson, Hawthorne, Thoreau, Whitman, Dickinson, Cooper and Melville. Trends of thought considered will include puritanism, gothicism, transcendentalism, romanticism and naturalism.

Prerequisite: C (or better) in two first-year Academic English courses, or instructor's written consent.

ENGL 217-3
Survey of Canadian Literature, Beginnings to 1950s (4,0,0)

This course is an introduction to major writers and trends of thought in Canadian literature up to the 1950s. Moodie, Leacock, Lampman, Grove, Ross, and Watson may be among the authors studied.

Prerequisite: C (or better) in two first-year Academic English courses, or instructor's written consent.

ENGL 218-3
Studies in Poetry (4,0,0)

This course will improve the student's ability to respond to and interpret poetry. Representative poems will be studied to explore the relationship between language, structure and experience. This course and ENGL 219 constitute a full year of English.

Prerequisite: C (or better) in two first-year Academic English courses, or instructor's written consent.

ENGL 219-3
Studies in Drama (4,0,0)

An introduction to various dramatic modes such as comedy and tragedy. Use will be made of audio-visual support materials. Evaluation will be balanced between critical papers and examinations. This course and ENGL 218 constitute a full year of English.

Prerequisite: C (or better) in two first-year Academic English courses, or instructor's written consent.

ENGL 220-3
Studies in Literature 1 (4,0,0)

This course will examine popular and literary biographies of the twentieth century which have influenced our perceptions of what constitutes a “Life.” In particular, we will investigate our century’s fascination with the boundaries between public and private lives, fact and fiction, and psychological “depths” and “surfaces”, as these issues are developed through innovations in biographical form and content.

Prerequisite: C (or better) in two first-year Academic English courses, or instructor’s written consent

ENGL 221-3
Survey of English Literature, 18th and 19th Century (4,0,0)

A study of selected major authors of the Augustan, Romantic and Victorian periods in English literature. Authors may include Dryden, Pope, Swift, Wordsworth, Coleridge, Byron, Keats, Shelley, Tennyson and Arnold, and representative novelists.

Prerequisite: ENGL 211 or instructor's written consent.

ENGL 224-3
Biblical and Classical Backgrounds of English Literature 2 (4,0,0)

This course will introduce students to classical literature and the Bible (New Testament) in such a way as to contribute to an enlightened appreciation of English literature. Representative works of English literature that have been influenced by the Bible and by classical literature will also be read and discussed.

Prerequisite: ENGL 214 or instructor's written consent.

ENGL 225-3
Women and Literature 2 (4,0,0)

A continuation of ENGL 215.

Prerequisite: ENGL 215 or instructor's written consent.

ENGL 226-3
Introduction to American Literature 2 (4,0,0)

An introduction to the major writers and trends of thought in American literature since Dickinson. Authors studied may include Twain, James, Frost, Eliot, Pound, Stevens, W.C. Williams, Steinbeck, Hemingway, Faulkner and Malamud. Trends of thought will include existentialism, impressionism and expressionism.

Prerequisite: ENGL 216 or instructor's written consent.

ENGL 227-3
Survey of Canadian Literature From the 1950s to the Present (4,0,0)

Through a study of major authors such as Atwood, Davies, Laurence, and Munro, this course explores the major movements and trends of thought in post-1950 Canadian literature.

Prerequisite: ENGL 217 or instructor's written consent.

ENGL 229-3
Professional Business and Technical Writing (4,0,0)

Intended to assist students who plan careers in business, government, public service, and research institutions, this course is designed to develop professional skills in oral and written communications. The course's practical basis, which requires oral presentations, business letters, reports, and memoranda, is implemented by background material on relevant communication theory.

Prerequisite: C+ standing (or better) in ENGL 110 and 111, or a B standing (or better) in ENGL 151/161.

ENGL 230-3
Critical Thinking and Writing for Science and Technology (4,0,0)

Students will analyse and discuss examples of writing from scientific and technical literature from both a contemporary and historical perspective.

Prerequisite: First year academic English; admission to the Bachelor of Natural Resource Science program

ENGL 240-3
Studies in Literature 2 (4,0,0)

A study of fictional and non-fictional love letters, written between the first and twenty-first centuries which have contributed to a distinct literary genre that is primarily associated with women's voices. Authors to be studied include Ovid, Abelard and Heloise, Mary Wollstonecraft, Charlotte Bronte, and Virginia Woolf.

Prerequisite: C (or better) in two first-year Academic English courses, or instructor's written consent

ENGL 241-3
Canadian Native Literature (4,0,0)

This course will begin with a look at traditional oratory, move to a study of interfusional literature, and focus on modern and contemporary poetry, drama, short story, novel and essay.

Prerequisite: C (or better) in two first-year Academic English courses

ENGL 285-3
Technical Writing 2 (4,0,0)

The course builds on the skills learned in English 185, emphasizing report writing, technical correspondence, and job search skills. During the course, students focus on organizing their summer research projects into a major technical report.

Prerequisite: English 185; Admission to the Engineering Design and Drafting Technology Program

ENGL 307-3
Studies in Rhetoric (3,0,0)

Topics in rhetorical theories and their application.

ENGL 308-3
Advanced Composition 1 - Personal Expression (3,0,0)

English 308 focuses on the rhetoric or personal expression, especially description and narration. Students are introduced to the concept of how multiple literacies variously compete and interact in the world around us; in practical terms, we will explore how a focus on personal expression can be used to improve writing skills at an advanced level.

English 308 is open to all third-year students, and is designed to be especially relevant to English majors and those contemplating a career in Education.

Prerequisite: Any two of ENGL 110, 111, or 121 in addition to third-year standing.

ENGL 309-3
Advanced Composition 2 - Writing in the Disciplines (3,0,0)

English 309 offers students the opportunity to explore and master the kinds of writing required in different academic disciplines, while also encouraging them to move across traditional boundaries. The course begins with an introduction to the principles of Discourse Analysis, and then offers the opportunity to practice writing in different disciplinary styles and forms. In short, the course helps students understand what it means to write "like a sociologist," "like a literary critic," "like an historian," etc. Attention will be given to the four main disciplinary areas: the humanities, the social sciences, the natural sciences, and business.

Prerequisite: Any two of ENGL 110, 111, or 121 in addition to third-year standing.

ENGL 310-3
Composition Theory 1: Classical Theory (3,0,0)

A study of Classical theories of rhetoric, including the thought of the Sophists, of Aristotle, Cicero and Quintlilian, applied to contemporary composition. English 310 is open to all third-year students and is especially revelant to English majors contemplating a career in Education or Communication.

Prerequisite: ENGL 110, 111, or 121, or equivalent, in addition to third-year standing.

ENGL 311-3
Composition Theory 2: Contemporary Theory (3,0,0)

A continuation of English 310, this course presents a study of selected schools of thought in contemporary composition theory, combined with practical discussions related to student writing.

Prerequisite: ENGL 310 or instructor's written permission.

ENGL 312-3
Creative Writing: Fiction, Biography, Documentary and Television Drama (3,0,0)

This course defines the demands, restrictions and creative opportunities in writing prose fiction, prose non-fiction, television and stage drama, and attempts to hone students' skills to the point where they will be capable of producing publishable material.

Prerequisite: ENGL 209 or equivalent

ENGL 313-3
European Literature in Translation (3,0,0)

This course deals with aspects of the European literary tradition from its beginnings to the twentieth century, focusing on major representative texts in translation and their relevance to English literature.

Prerequisite: Any two of ENGL 110, 111 or 121 in addition to third-year standing.

ENGL 314-3
Studies in Fiction (3,0,0)

This course includes special topics involving thematic, generic, or formal approaches to fiction.

Prerequisite: Any two of ENGL 110, 111 or 121 in addition to third-year standing.

ENGL 315-3
Studies in Non-Fiction: Biography and Psychobiography (3,0,0)

A study of the development and theory of the genre of biography.

Prerequisite: Any two of ENGL 110, 111, or 121 in addition to third-year standing.

ENGL 316-3
Studies in Literature and the Other Arts (3,0,0)

Ways in which writers and artists in other media deal with common themes; problems in formal and stylistic relationships between literature and other arts. Specific topics will be announced each year.

ENGL 318-3
Children's Literature (3,0,0)

A study of selected works from children's literature of the last three centuries; connections between children's literature and the adult cultural tradition.

ENGL 319-3
Studies in the Intellectual Backgrounds of Literature (3,0,0)

This course covers special topics in the history of ideas, with particular reference to ideas that illuminate or are embodied in literature.

Prerequisite: Any two of ENGL 110, 111 or 121 in addition to third-year standing

ENGL 320-6
History of the English Language (3,0,0)(3,0,0)

Development of the English language from the West Germanic to the present; phonology, morphology, syntax, and vocabulary.

ENGL 327-3
Structure of Modern English 1 (3,1,0)

A discussion of English phonetics, phonology, and morphology. Open to second-year students.

Prerequisite: ENGL 110/111/121 (any two)

ENGL 328-3

Structure of Modern English 2 (3,1,0)

A discussion of English syntax and semantics. Open to second-year students.

Prerequisite: ENGL 110/111/121 (any two) and ENGL 327

ENGL 330-3

Practical Criticism (3,0,0)

Exercises in criticism involving various critical approaches to literature. A limited number of texts will be examined closely.

ENGL 331-3

Forms and Metres in English Poetry (3,0,0)

This course will study the main forms and metres that were used in English poetry from the late Renaissance until the end of the 19th century, and are still used today.

Prerequisite: Any two of ENGL 110, 111, or 121 in addition to third-year standing.

ENGL 332-3

Modern Critical Theories (3,0,0)

A review of modern trends, with some emphasis on practical criticism.

Prerequisite: Any two of ENGL 110, 111, or 121 in addition to third-year standing.

ENGL 335-3/12

Studies in Major Authors (3,0,0)

The works of no more than two significant writers will be examined. Specific topics will be announced each year.

ENGL 355-6

Chaucer (3,0,0)(3,0,0)

A detailed study of Chaucer's major works.

ENGL 365-6

Shakespeare (3,0,0)(3,0,0)

Lectures on various aspects of Shakespeare's art. Detailed study of eight plays.

ENGL 366-3

Studies in Shakespeare (3,0,0)

Study of Shakespeare and late twentieth-century film.

Prerequisite: Any two of ENGL 110, 111, or 121 in addition to third-year standing.

ENGL 371-3

Poetry of the Earlier Seventeenth Century (3,0,0)

Examination of one or more of the major trends in poetry before 1660: Donne and the metaphysical style; Jonson and the classical style; the Cavalier poets.

ENGL 375-6

Milton (3,0,0)(3,0,0)

This course examines Milton's works and their contexts in depth.

ENGL 380-6

Eighteenth Century Literature (3,0,0)(3,0,0)

The age of Pope and the age of Johnson, including studies of representative authors such as Swift, Gray, Goldsmith, Burns and Blake.

ENGL 381-3

Poetry of the Age of Dryden and Pope (3,0,0)

Poetry from the Restoration to the middle of the eighteenth century. Representative authors include Rochester, Finch, and Addison in addition to Dryden and Pope.

ENGL 382-3

Poetry of the Middle and Late Eighteenth Century (3,0,0)

Poetry from the time of Johnson to the beginnings of Romanticism. Representative authors include Johnson, Collins, Smart and Cowper.

ENGL 384-3

The English Novel in the Eighteenth Century (3,0,0)

The beginnings of the realistic novel and its development from Defoe to Jane Austen.

ENGL 389-3/12

Studies in Eighteenth Century Thought and Literature (3,0,0)

Term or full year course in which systems of thought or other elements of the culture of the period will be studied as they contribute to the interpretation and evaluation of literature. Topics vary from year to year.

ENGL 390-6

English Literature of the Nineteenth Century (3,0,0)(3,0,0)

The main movements of prose, poetry, and drama. The Romantic Revival and Romanticism as a continuing force.

ENGL 391-6

Romantic Poetry (3,0,0)(3,0,0)

Blake, Wordsworth, Coleridge, Byron, the Shelleys, and Keats.

ENGL 394-3

The Victorian Novel (3,0,0)

Developments in the novel from Dickens to Thomas Hardy.

ENGL 400-3

Early Modern British Literature (3,0,0)

Developments in British Literature, including the genres of novel, poetry, drama, and biography, from 1880 to the 1920s.

Prerequisite: Any two of ENGL 110, 111, or 121 in addition to third-year standing.

ENGL 404-3

The Modern British Novel (3,0,0)

Developments in the novel up to the Second World War.

ENGL 413-3

Contemporary British Drama (3,0,0)

This course surveys British drama from the 1950s, with Beckett's absurdist work and John Osbourne's hyper-realism, to the 1980s and 1990s' feminist cultural critiques by Caryl Churchill and Pam Gems.

ENGL 414-3

The Contemporary British Novel (3,0,0)

The novel from the Second World War to the present.

ENGL 415-3

Studies in Women's Literature (3,0,0)

The theme of the course in Fall 2002 will be "The Body of the Text: Constructions of the Female Body in Women's Writing." We will use Body Theory--that is, theories of how bodies are culturally and historically constructed--to inform our analysis of selected texts by women writers.

Prerequisite: Any two of ENGL 110, 111, or 121 in addition to third-year standing

ENGL 416-3

Topics in Modern Irish Literature (3,0,0)

This course examines topics in Irish literature in English since the Irish Literary Renaissance.

Prerequisite: Any two of ENGL 110, 111, or 121 in addition to third-year standing

ENGL 421-3

Special Topics in Canadian Literature (3,0,0)

Origin to mid-twentieth Century.

Each time this course is offered, it introduces upper-level students to a special topic or topics related to the study of Canadian Literature.

ENGL 422-3

Special Topics in Canadian Literature (3,0,0)

Late twentieth and early twenty-first Century.

Each time this course is offered, it introduces upper-level students to a special topic or topics related to the study of Canadian Literature.

ENGL 425-3
Contemporary Canadian Poetry (3,0,0)

This course will survey Canadian poetry from 1960 to the present, together with necessary backgrounds. Individual poets will be studied in cultural and historical context, and attention will also be paid to specific literary patterns and developments in the period.

Prerequisite: Any two of ENGL 110, 111 or 121, in addition to third-year standing

ENGL 426-3/12
Studies in Canadian Literature (3,0,0)

Special topics which may include particular periods, individual authors, or material not covered in other courses. Specific topics will be announced each year.

ENGL 434-3
American Fiction to 1900 (3,0,0)

Emphasis on the writings of Irving, Poe, Hawthorne and Melville.

ENGL 435-3
American Fiction in the First Half of the Twentieth Century (3,0,0)

Major movements and writers.

ENGL 436-3/12
Studies in American Literature (3,0,0)(3,0,0)

Special studies of individual periods of authors or themes.

ENGL 437-3
American Fiction from Mid-Twentieth Century to the Present (3,0,0)

Major authors and themes including postmodernism and neorealism.

Prerequisite: Any two of ENGL 110, 111, or 121

ENGL 444-3
Postcolonial Women's Literature (3,0,0)

This course will study literature written in English by women from African nations, Australia, Canada, New Zealand, the Caribbean and India. Work written from imperialist, colonial and aboriginal perspectives will be included. Students will explore identity and gender politics through the analysis of texts by women from diverse nations and backgrounds.

Prerequisite: Any two of ENGL 110, 111, or 121, in addition to third-year standing.

ENGL 445-3
Commonwealth/Postcolonial Literature (3,0,0)

This course will survey "colonial" and "postcolonial" literature from Canada, New Zealand, Australia, Asia, Africa and the Caribbean, with an emphasis on modern fiction. Works will be studied within their historical and cultural contexts, and students will discuss issues like canon formation, generic conventions, language choices, ethnic and first nations identifications, and competing definitions of "postcolonial".

Prerequisite: Any two of ENGL 110, 111, or 121 in addition to third-year standing.

ENGL 446-3
Studies in Commonwealth/Postcolonial Literature: "Indigenous Literatures of Canada, Australia and New Zealand" (3,0,0)

This course will focus on literature produced by Native Canadians, Aborigines in Australia, and Maoris in New Zealand. Students will discuss issues like ethnicity, colonization appropriation, and linguistic identifications. Indeed, the use of the term "literature" in the context of oral traditions will be questioned, and thus we will also study non-literate forms of story-telling, including native totem poles, Aboriginal songlines, and Maori tattoos.

Prerequisite: Any two of ENGL 110, 111, or 121 in addition to third-year standing.

ENGL 451-3/12
Studies in Literary Movements (3,0,0)

Such literary movements as Naturalism, Realism, Imagism, Impressionism, Vorticism, and Modernism.

ENGL 460-3
American Poetry of the First Half of the Twentieth Century (3,0,0)

Major poets and themes from 1900 to the 1950s.

Prerequisite: Any two of ENGL 110, 111, or 121 in addition to third-year standing.

ENGL 461-3
American Poetry from the Mid-Twentieth Century to the Present (3,0,0)

Major poets and themes from the 1950s to the present.

Prerequisite: Any two of ENGL 110, 111, or 121 in addition to third-year standing.

ENGL 476-3
Scholarly Editing and Publishing (3,0,0)

English 476 is a course in editing and publishing, with a focus on Canadian literature and language. The course will introduce students to the study and practice of scholarly publishing: students will explore the history of literary journal publication in Canada; they will gain hands-on experience editing academic articles for a refereed journal; they will have the opportunity to write critical reviews for publication; and they will explore questions of page design layout, and printing. As a "student editor" for UCC's scholarly journal "Textual Studies in Canada", each student will contribute to the editing of a refereed article, taking it through the process of manuscript review, manuscript editing, copyediting, layout and publication.

Prerequisite: Fourth-year standing; successful completion of at least 6 credits of third-year literature or composition.

ENGL 498-1
Rhetoric and Professional Writing: The Graduate Essay (1,0,0)

The graduating essay may be written, with the permission of a Majors advisor, in lieu of completion of ENGL 499, the capstone course in Career Preparation. This essay option is intended for students considering further studies in English rather that direct entry into the workforce. In ENGL 498, the student will revise a paper completed during his/her course of studies; the revision will be completed under the direction of a selected faculty member, be read by three other faculty members, and may be presented orally as part of the Annual Rhetoric & Professional Writing Undergraduate Conference to be held annually by the UCC EML department. As in the case of Directed Studies, the Chair must approve the individual course of study. The essay may emerge from any course taken for credit in the RPW Major Option. Like ENGL 499, this course is one credit.

Prerequisite: Fourth-year standing in the Rhetoric and Professional Writing (RPW) English Major option

ENGL 499-1
The Rhetoric and Professional Writing Capstone Seminar (1,0,0)

English 499, the "capstone" requirement for students wishing to complete the Rhetoric and Professional Writing Major, is designed to ensure that all RPW graduates have a solid understanding of (1) the history of English Studies; (2) the scope of contemporary rhetorical and critical theory; (3) research methods (including internet search techniques); (4) the potential job market for English graduates; (5) graduate studies option; (6) resume writing and job interviewing techniques; and (7) oral presentation skills.

Students are advised that, with the permission of the Department Chair, they may fulfill the RPW capstone requirement by presenting and defending a graduating essay (English 498). Please see program description for details.

Prerequisite: Fourth-year standing in the Rhetoric and Professional Writing program (students enrolled in either of the other two English majors streams may be admitted into English 499, assuming that they have fourth-year standing and assuming that the course has space)

Engineering Physics

EPHY 115-3
Physics for Engineers 1 (3,1,0)

This course is the same as PHYS 115 except that Engineering students do not do the laboratory portion.

Prerequisite: Admission to the Engineering Program

EPHY 125-3
Physics for Engineers 2 (3,1,3)(L)

This course is the same as PHYS 125 except that Engineering students may complete different laboratory work.

Prerequisite: Admission to the Engineering Program

EPHY 170-3
Engineering Mechanics 1 (3,1,0)

This is an introductory course in engineering mechanics. The first part of the course deals with statics and the second part with dynamics of particles and systems of particles.

Prerequisite: Admission to the Engineering Program.

EPHY 215-3
Circuit Analysis (4,0,3)(L)

This course is the same as PHYS 215.

Prerequisite: Admission to the Engineering Program

Fine Arts

FINA 111-3
History of Art 1 (3,1,0)

Survey of the Arts of Painting, Sculpture, and Architecture from primitive man up to the Renaissance and including the Baroque period.
Prerequisite: None

FINA 112-3
Fundamentals of Design 1 (3,1,0)(L) Studio

The fall semester will introduce students to the various elements of design and composition. This knowledge will be applied to understanding and critiquing works done by artists from various times, and a variety of fields in the visual and performing arts. Students will also be introduced to the work of contemporary Canadian artists. Discussion of style and media related to content will also be included. Assignments and exercises will be demonstrated and discussed in class but students will be expected to carry out these projects outside of designated class hours.
Prerequisite: None

FINA 113-3
Drawing 1 (3,1,0)(L) Studio

An introduction to the fundamentals of drawing, covering formal elements of drawing, composition, and balance as well as practical techniques for seeing/drawing effectively. The student will be introduced to a range of drawing media and methods. Visual references, group critiques, discussions and readings will fortify theory. Although practical projects and techniques will be demonstrated in class, students are advised to timetable additional studio time in order to complete assignments which will be presented for critique.
Prerequisite: None

FINA 121-3
History of Art 2 (3,1,0)

A survey course in Art History from the Renaissance to the 20th Century.

Prerequisite: FINA 111

FINA 122-3
Fundamentals of Design 2 (3,1,0)(L) Studio

At the beginning of this semester, the major element of Colour will be studied: it's relationship to content, it's interactive properties and psychological effects will be discussed. The element of sound and it's effects on the way visual images may be interpreted will also be discussed. The historical aspect of this course will concentrate on the Bauhaus and it's effect on contemporary design related to architecture, advertising, typeface, theatre, product design, education, and current vocabulary. Practical assignments related to the above topics will be presented and demonstrated in class but students will be expected to carry out these projects outside of timetabled class hours.

Prerequisite: FINA 112 or Instructor's written consent

FINA 123-3
Drawing 2 (3,1,0)(L) Studio

A continuation of FINA 113, building on basic drawing skills, history and theory. This will cover further concepts such as texture and colour as well as layering and proportion/distortion, with an emphasis on visual communication of content through composition, choice of media and surface. Visual references, group critiques, discussions and readings will fortify theory. Practical aspects of assignments will be introduced in class but students are advised to timetable studio time in addition to class time in order to complete assignments for critique.

Prerequisite: FINA 113 or instructor's written consent.

FINA 150-3
Introduction to Visual Culture (3,0,0)

An interdisciplinary investigation of culture through the study of our visual environment. Beginning with the development of a critical framework for understanding visual art forms, the course will progress to encompass other viewpoints and forms of visual communications such as television, film, video, computers, billboards, graffiti, new technology and other imagemaking sources. A variety of topics related to our visual environment will be presented by guest lectures, artists and field professionals. This is a lecture class: no drawing skills are required.

Prerequisite: None

FINA 172-3
Introductory Ceramics 1 (3,1,0)(L) Studio

Students will study traditional methods of ceramic techniques through the ages and the innovative methods of contemporary ceramic artists. Slide lectures, seminar discussions and group critiques will be used in order to develop an understanding of form, function, and expression as it relates to ceramic art. Technical aspects and techniques related to the properties of clay as an artistic medium will be demonstrated. Students will need to reserve additional time in the studio to put what they learn from class demonstrations into practice.

Prerequisite: None

FINA 174-3
Printmaking 1 (3,1,0)(L) Studio

This is an introduction to general screen-printing techniques with water based inks, hand-cut film, reduction screen, and hand-drawn positives. As these techniques are demonstrated, slide lectures on historical background will be provided and group critiques/discussions of student work will take place. Students will be allocated additional studio time for completion of assignments introduced and demonstrated in class.

Prerequisite: None

FINA 175-3
Painting 1 (3,1,0)(L) Studio

The fall semester centers on gaining a fundamental knowledge of the materials and techniques of painting. An emphasis will be placed on the formal aspects of painting: composition, colour, tonal relationships, and spatial concepts. Discussion will also take place about critical issues in contemporary painting practice. Students will be allocated studio time in which to complete assignments related to technical practices introduced in class.

Prerequisite: None

FINA 176-3
Introduction To Photography 1 (3,1,0)(L) Studio

This course is an introduction to technical aspects of black and white photography and the use of photography as an artistic medium. An understanding of these technical and aesthetic aspects of photography will be carried out in the context of an ongoing study of photographic histories. Students will be expected to find further studio time in order to complete assignments related to camera and darkroom techniques introduced in class.

Prerequisite: None

FINA 182-3
Introductory Ceramics 2 (3,1,0)(L) Studio

In this semester students will study the chemistry of glazes and other surface finishes for ceramic ware as it is developed through the ages. Through slide lectures, videos, and discussions, students will be introduced to contemporary ceramic artists, their methods and firing techniques. Contemporary approaches for producing ceramic sculptures will be demonstrated and adaptations of traditional production methods for personal expression will be work-shopped. Students will need to reserve additional time in the studio to put what they learn from class demonstrations into practice.

Prerequisite: FINA 172 or written permission of instructor.

FINA 184-3
Printmaking 2 (3,1,0)(L) Studio

A continuation of FINA 174. In this semester the emphasis will be upon photoscreen and darkroom procedures. Students will be allocated additional studio time for completion of practical assignments which will be introduced and demonstrated in class.

Prerequisite: FINA 174 or written permission of instructor.

FINA 185-3
Painting 2 (3,1,0)(L) Studio

This winter semester course will be a continuation of FINA 175 with a development of personal subject matter and content. Students will be allocated studio time in which to complete assignments related to techniques and practices in oil painting demonstrated in class.

Prerequisite: FINA 175 or written permission of instructor.

FINA 186-3
Introduction To Photography 2 (3,1,0)(L) Studio

This course is a continuation of FINA 176. Further explorations of camera, darkroom and studio techniques will be used to produce artworks within the study of contemporary artists working with photo-based media. Students will be expected to find further studio time in order to complete assignments related to techniques introduced and discussed in class.

Prerequisite: FINA 176 or written permission of instructor.

FINA 202-3
A Survey of Modern Art 1 (3,0,0)

This course will identify the origins of Modern Art in the mid-19th Century and trace its development up to World War II. Evidence of those artists who moved European art from the narrative tradition to secularism and the subsequent explosion of change in the first decade of the 20th Century will be marked for special study.

Prerequisite: FINA 111/121

FINA 204-3
A Survey of Modern Art 2 (3,0,0)

This is the second part of the two semester Survey of Modern Art. This course will pick up the Modern movement after World War 2 and follow its development to Post Modernism.

Prerequisite: FINA 111/121/202

FINA 211-3
History of Art 3 (3,0,0)(L) Studio

Renaissance art and architecture.

Prerequisite: FINA 111/121 or equivalent

FINA 212-3
Painting 3 (3,1,0)(L) Studio

The students will be encouraged to become more individualized in their approach to research and practical work. Through lectures, seminars, critiques and readings, key historical and current issues in contemporary painting will be investigated. Through these activities the student will establish a basis for developing and addressing the subject, content and form of their artworks in visual, verbal and oral forms. Although studio projects are demonstrated and introduced during class time, students are expected to complete projects in the studios outside of regularly scheduled class hours.

Prerequisite: FINA 175/185 or Instructor's written consent.

FINA 213-3
Drawing 3 (3,1,0)(L) Studio

The students will be encouraged to become more individualized in their approach to research and practical work. Through lectures, seminars, critiques and readings, key historical and current issues in contemporary drawing will be investigated. Through these activities the student will establish a basis for developing and addressing the subject, content and form of their artworks in visual, verbal and oral forms. Although studio projects are demonstrated and introduced during class time, students are expected to complete projects in the studios outside of regularly scheduled class hours.

Prerequisite: FINA 113/123 or Instructor's written consent

FINA 215-3
A Survey of the History of Canadian Painting (3,0,0)

A survey of the art of painting from the colonial periods of the French and English in Canada up to and including recent concerns in Canadian painting.

Prerequisite: None

FINA 221-4
History of Art 4 (3,0,0)

17th and 18th Century art and architecture.

Prerequisite: FINA 111/121/211

FINA 222-3
Painting 4 (3,1,0)(L) Studio

This course is a continuation of the issues introduced in FINA 212. Independent research and practice will be combined with seminars, group critiques and slide lectures. Students will develop a working knowledge of selected topics related to the history and theory of painting in order to define and discuss their work in a contemporary context. From the studio demonstrations and projects introduced in class, students will develop their works in the studios outside of class time. Students are expected to be self-motivated and prepared for independent practice.

Prerequisite: FINA 212

FINA 223-3
Drawing 4 (3,1,0)(L) Studio

This course is a continuation of the issues introduced in FINA 213. Independent research and practice will be combined with seminars, group critiques and slide lectures. Students will develop a working knowledge of selected topics related to the history and theory of drawing in order to define and discuss their work in contemporary context. From the studio demonstrations and projects introduced in class, students will develop their works in the studios outside of class time. Students are expected to be self-motivated and prepared for independent practice.

Prerequisite: FINA 213

FINA 227-3
Printmaking: Etching and Relief 1 (3,1,0)

This is an introductory course in printmaking which emphasizes basic processes of relief and intaglio printing. It will include a consideration of such mediums as linocut, woodcut, drypoint and metal plate etching. The intention of this course is to introduce printmaking as an artistic practice in contemporary art and, also, to provide an understanding of how such current approaches relate to relief and intaglio prints of Western European masters of the past. Out of class studio work will be required in order to complete projects introduced and demonstrated during the class time.

Prerequisite: FINA 113/123 or FINA 112/122

FINA 228-3
Printmaking: Etching and Relief 2 (3,1,0)

This course will serve as a continuation of FINA 227. In this course a greater emphasis will be placed on intaglio processes. This will involve the furthering of these techniques through such processes as collographs, chine-colle, color printing, and the use of multiple plates. Students will learn these new techniques, while furthering their understanding of the basic processes of intaglio and relief printing. They will do so within an increasing understanding of historical and contemporary approaches to these mediums as well as an ongoing exploration of personal imagery. Out of class studio work will be required in order to complete projects introduced and demonstrated during the class time.

Prerequisite: FINA 227

FINA 261-3
Special Topics in Visual Arts (3,1,0)

This is a variable content course which will change from semester to semester. Normally, the themes that are addressed in the course will be ones which complement, or otherwise, lie outside our regular departmental offerings. Such topics of study might include: Alternative Processes in Photography, Papermaking, Landscape Studies, etc. This course may be open to students outside the Fine Arts dependant upon the particular offerings in any given semester. Check with the department Chairperson to find out about current offerings as well as any necessary prerequisites. Students should understand that additional studio time will be needed outside of timetabled hours in order to complete practical studies of techniques and processes demonstrated in class.

Prerequisite: Check with the department Chairperson to find out about prerequisites as they may vary from offering to offering.

FINA 271-3
Sculpture 1 (3,1,0)(L) Studio

The students will be encouraged to become more individualized in their approach to research and practical work. Through lectures, seminars, critiques and readings, key historical and current issues in contemporary sculpture will be investigated. Through these activities the student will establish a basis for developing and addressing the subject, content and form of their artworks in visual, verbal and oral forms. Although studio projects are demonstrated and introduced during class time, students are expected to complete projects in the studios outside of regularly schedule class hours.

Prerequisite: FINA 112/122 or instructor's written consent

FINA 272-3
Ceramics 3 (3,1,0)(L) Studio

The students will be encouraged to become more individualized in their approach to research and practical work. Through lectures, seminars, critiques and readings, key historical and current issues in contemporary ceramics will be investigated. Through these activities the student will establish a basis for developing and addressing the subject, content and form of their artworks in visual, verbal and oral forms. Although studio projects are demonstrated and introduced during class time, students are expected to complete projects in the studios outside of regularly schedule class hours.

Prerequisite: FINA 172/182 or equivalent

FINA 274-3
Printmaking 3 (3,1,0)(L) Studio

The students will be encouraged to become more individualized in their approach to research and practical work. Through lectures, seminars, critiques and readings, key historical and current issues in contemporary printmaking will be investigated. Through these activities the student will establish a basis for developing and addressing the subject, content and form of their artworks in visual, verbal and oral forms. This course will introduce students to the printmaking mediums of plate and stone lithography. Course content will include a series of lectures and seminars pertaining to the history of these mediums, technical demonstrations, dedicated to the development and execution of black and white imagery utilizing these processes. Although studio projects are demonstrated and introduced during class time, students are expected to complete projects in the studios outside of regularly scheduled class hours.

Prerequisite: FINA 112/122 or Instructor's written consent

FINA 276-3
Photography 3 (3,1,0)(L) Studio

The students will be encouraged to become more individualized in their approach to research and practical work. Through lectures, seminars, critiques and readings, key historical and current issues in contemporary photography will be investigated. Through these activities the student will establish a basis for developing and addressing the subject, content and form of their artworks in visual, verbal and oral forms. Although studio projects are demonstrated and introduced during class time, students are expected to complete projects in the studios outside of regularly schedule class hours.

Prerequisite: FINA 176/186 or Instructor's written consent

FINA 281-3
Sculpture 2 (3,1,0)(L) Studio

This course is a continuation of the issues introduced in FINA 271. Independent research and practice will be combined with seminars, group critiques and slide lectures. Students will develop a working knowledge of selected topics related to the history and theory of sculpture in order to define and discuss their work in a contemporary context. From the studio demonstrations and projects introduced in class students will develop their works in the studios outside of class time. Students are expected to be self-motivated and prepared for independent practice.

Prerequisite: FINA 112/122/271

FINA 282-3
Ceramics 4 (3,1,0)(L) Studio

This course is a continuation of the issues introduced in FINA 272. Independent research and practice will be combined with seminars, group critiques and slide lectures. Students will develop a working knowledge of selected topics related to the history and theory of ceramics in order to define and discuss their work in contemporary context. From the studio demonstrations and projects introduced in class students will develop their works in the studios outside of class time. Students are expected to be self-motivated and prepared for independent practice.

Prerequisite: FINA 272

FINA 284-3
Printmaking 4 (3,1,0)(L) Studio

This course is a continuation of the issues introduced in FINA 274. Independent research and practice will be combined with seminars, group critiques and slide lectures. Students will develop a working knowledge of selected topics related to the history and theory of printmaking in order to define and discuss their work in contemporary context. This course will allow the student to progress further with the medium of lithography introduced in FINA 274. Some individual specialization in these mediums: photo-lithography, color and plate lithography will be possible. Lectures and seminars will be used to examine the development of personal imagery in the context of existing histories and practices of printmaking as an artistic medium. From the studio demonstrations and projects introduced in class students will develop their works in the studios outside of class time. Students are expected to be self-motivated and prepared for independent practice.

Prerequisite: FINA 112/122 or FINA 113/123, or instructor's written permission

FINA 286-3
Photography 4 (3,1,0)(L) Studio

This course is a continuation of the issues introduced in FINA 276. Independent research and practice will be combined with seminars, group critiques and slide lectures. Students will develop a working knowledge of selected topics related to the history and theory of photography in order to define and discuss their work in a contemporary context. From the studio demonstrations and projects introduced in class students will develop their works in the studios outside of class time. Students are expected to be self-motivated and prepared for independent practice.

Prerequisite: FINA 276

FINA 292-6
Ceramics (1,2,0)(L) Studio, Directed Studies

A personal development of ceramic form and technique. This course may be taken twice.

Prerequisite: Completion of Fine Arts Diploma and Instructor's written permission

FINA 311-3/6
Directed Studies: 2D

This course is intended to allow for the development of a personal body of work, primarily in some two dimensional medium such as Drawing, Painting, Photography or Printmaking. Students in this course will work in the Fine Arts studios under the supervision of a faculty advisor towards the creation of such an independent body of work. Priority will be given to BFA students.

Prerequisite: Third Year Standing, and completion of Second Year Courses in the appropriate discipline.

FINA 312-3/6
Directed Studies: 3D

This course is intended to allow for the development of a personal body of work, primarily in some three dimensional medium such as Ceramics, Sculpture or Interdisciplinary forms. Students in this course will work in the Fine Arts studios under the supervision of a faculty advisor towards the creation of such an independent body of work. Priority will be given to BFA students.

Prerequisite: Third Year Standing, and completion of Second Year Courses in the appropriate discipline.

FINA 320-3
Gallery Studies: Exhibition Curating (2,1,0)

In this course the student will be provided with an overview of Curatorial Practice. This will include a consideration of such topics as: types of exhibitions common to public and artist-run galleries in Canada; regional, national and international survey exhibitions; working with artists towards the planning of an exhibition; writing about artist's works in the context of contemporary art theory and criticism. Where possible, exhibitions at the Kamloops Art Gallery will be used as a basis for these studies.

Prerequisite: Third Year Standing, FINA 111, FINA 121, FINA 150

FINA 321-3
Gallery Studies: Exhibition Installation (2,1,0)

In this course students will learn basic principles and techniques for the installation of exhibitions in a variety of formats. These are skills common to the preparatory staff at a gallery or museum. This will include a consideration of works of both a conventional nature, such as frames works, as well as more spatial and/or experimental works such as sculpture and installation. Where possible, the UCC Fine Arts Gallery, as well as the Kamloops Art Gallery, will be used as a basis for these studies. In addition, students will learn such skills as mat-cutting, frame construction, basic workshop skills common to exhibition installation, basic principles of lighting, the documenting of exhibitions, as well as basic principles of conservation.

Prerequisite: Third Year Standing, FINA 112, FINA 122, FINA 150

FINA 322-3
Gallery Studies: Gallery Administration (2,1,0)

In this course the students will study the different types of galleries which exist in Canada, and of the ways in which their management and programming are structured. The range of galleries considered will include public and private galleries as well as artist-run spaces. The course will provide an understanding of the various positions in a gallery, including: Director, Curator, Registrar, and Installation staff, as well as volunteers, various committees and the Board of Directors. Students will also study granting agencies for the visual arts in Canada, including those at the municipal, provincial and national levels.

Prerequisite: Third Year Standing, FINA 111, FINA 121, FINA 150

FINA 323-3
Gallery Studies: Public Art (2,1,0)

In this course students will study the function of art created for public spaces as well as the collecting of art in public institutions. In considering the role of art created for public spaces this study will combine a historic overview with an examination of works commissioned by recent and contemporary artists. Similarly, the study of collections held by such organizations as the Canada Council and public galleries in Canada will be contextualized within an understanding of the historical development of museum and gallery collections. These studies will also include such topics as: policy development; cataloguing collections; application and jurying processes for public commissions, and working with scaled plans.

Prerequisite: Third Year Standing, FINA 123, and either FINA 150 or FINA 111/121

FINA 335-6 (HUM)
Art of the Italian Renaissance from Giotto to Michelangelo (2,1,0)(2,1,0)

A survey of the principle works of art from the rise of the city-states (ca. 1250) to the phenomenon of Mannerism in the 16th century; topics include the new conception of the artist and the changing role of the patron as well as the transformation of traditional artistic genres.

FINA 341-3
Critical Studies in Photographic Histories (3,0,0)

This course presents a critical overview of photography in Europe and North America, particularly as it relates to other disciplines of the visual arts and to media culture. This study of the various aesthetic and social movements which surround photography (such as modernism and feminism) will complement courses in other academic area which examine material culture in the nineteenth and twentieth centuries.

FINA 361-3
Special Topics in Visual Arts (3,1,0)

This is a variable content course which will change from semester to semester. Normally, the themes that are addressed in the course will be ones which complement, or otherwise lie outside, our regular departmental offerings. Such topics of study might include: Alternative Processes in Photography, Papermaking, Landscape Studies, etc. This course will normally be for students with third year standing in the Fine Arts or in some related Arts degree program. Check with the department Chairperson to find out about current offerings as well as any necessary prerequisites. Students should understand that additional studio time will be needed outside of timetabled hours in order to complete practical studies of techniques and processes demonstrated in class.

Prerequisite: Check with the department Chairperson to find out about prerequisites as they may vary from offering to offering.

FINA 387-6 (CPA)
Painting and Drawing (2,1,0)(2,1,0)(L)

This course provides an exploration of drawing and painting, as well as the ways in which these two disciplines overlap and interact with one another in historical and contemporary artistic practice. In-class lectures will be used to present both theoretical/historical material as well as the practical methods of creating artistic works in the areas of drawing, painting, and mixed-media collage. Seminars will be used to critique student work as well as for such things as the discussion of readings and student presentations. Out of class studio work will be required in order to complete projects introduced and demonstrated during the class time.

Prerequisite: FINA 112/122 and FINA 111/121.

FINA 388-6 (CPA)
Studio Media: Printmaking (2,1,0)(2,1,0)(L)

Drawing upon such specific mediums as etching and/or (stone) lithography, this course provides an exploration of printmaking. In class lecture time will be used to present practical demonstrations of a variety of fundamental printmaking principles and techniques. These will be linked to a series of projects that will be introduced to the students and which will encourage the development of personal imagery and innovation. A historical and contemporary context for these projects will be presented and discussed during seminar sessions. Seminar sessions will also provide a forum for the critique of student work. Out of class studio work will be required in order to complete projects introduced and demonstrated during the class time.

Prerequisite: FINA 112/122 and FINA 111/121.

FINA 389-6 (CPA)
Studio Media: Sculpture (2,1,0)(2,1,0)(L)

This course will draw upon some particular theme in sculpture as the basis for an on-going exploration of several separate but linked projects. While such particular themes as "public sculpture," or "cabinets of wonder" will vary from year to year, a consistent theme will be the linking of contemporary, post-modern, approaches to sculpture to earlier modern and pre-modern histories of artistic practice. Such historical material will be considered during seminar discussions and presentations. Seminars will also provide a forum for the critique of student work. Out of class studio work will be required in order to complete projects introduced and demonstrated during the class time.

Prerequisite: FINA 112/122 and FINA 111/121

FINA 390-6 (CPA)
Photography and Literature - A Canadian Perspective (2,1,0)(2,1,0)(L)

This studio-based course serves equally as a practical introduction to photography and an exploration of relationships between image and text. From a Canadian perspective, a variety of literary and critical works of historical and contemporary photographers are considered. Projects will

include photographic series, critical essays and interdisciplinary works which bridge the gap between the traditional disciplines of Art and English. Note: This course would be accessible to students without much prior photographic experience but would also be of interest to students who have taken FINA 176/186 or FINA 276/286. Out of class studio work will be required in order to complete projects introduced and demonstrated during the class time.

Prerequisite: FINA 112/122 and FINA 111/121

FINA 411-12
Directed Studies: Studio (2,1,0)

This is a senior level directed studies course in Studio. Students in this course will work under the supervision of an advisor towards the creation of an independent body of work. That body of work may be created within one medium of may be approached in a more interdisciplinary manner as agreed upon by the student and their advisor. Students in this course will also take FINA 413, the Graduating Seminar, which will serve as a wider forum in which their works will be considered.

Prerequisite: 18 third year Fine Arts credits, including two of: FINA 387, FINA 388, FINA 389, FINA 390

Corequisite: FINA 413

FINA 412-12
Directed Studies: Gallery Studies (2,1,0)

This is a senior level directed studies course in the area of Gallery Studies. Students in this course will work under the supervision of an instructor towards an independently researched and documented exhibition project. The project will be modeled upon a curatorial proposal to a public gallery and will include a complete physical, thematic, and theoretical overview of the proposed exhibition. The proposal will be suitable for realization at one of the Public galleries in the Kamloops and surrounding region. Students in this course will also take FINA 413, the Graduating Seminar, which will serve as a wider forum in which their exhibition projects will be considered.

Prerequisite: 18 third year Fine Arts credits, including FINA 320, and FINA 321

Corequisite: FINA 413

FINA 413-6
Graduating Seminar (1,2,0)

This course will serve as a forum for all of the students enrolled in FINA 411, Directed Studies: Studio, and FINA 412, Gallery Studies: Directed Studies, to meet together with an advisor on a weekly basis. The content of the course will be shaped around two primary activities. Firstly, it will constitute such things as an ongoing consideration of work currently on exhibition at such galleries as those in Kamloops, Calgary, Kelowna and Vancouver and, also, the work of Visiting Artists. Secondly, it will serve as a chance to discuss and critique work and exhibition projects being created by students in the two fourth year directed studies courses. Students will also be presented with the artistic and other research projects of a selection of UCC faculty members.

Prerequisite: 18 third year Fine Arts credits, including either two of: FINA 387, FINA 388, FINA 389, or FINA 390 or FINA 320 and FINA 321

Corequisite: Either FINA 411 or FINA 412

FINA 451-3
Photojournalism (3,1,0)

This course will build upon the basic photographic skills acquired during FINA 176. Increasing emphasis will be placed upon those technical and conceptual skills that will best prepare the student for approaching print journalism with a working knowledge that is well rounded with respect to theory, history, and practice. In addition to taking part in lectures and seminar discussions, students will be expected to work in the darkroom on their own time and with whatever photographic equipment and processes that are made available to them

Prerequisite: FINA 176

Corequisite: FINA 176 and permission of the instructor

French

FREN 100-3
Introductory French 1 (4,0,0)

The focus of this beginner's course is on the development of communicative skills in speaking, listening, reading and writing as well as on the culture of the French speaking world. This course makes extensive use of multimedia and computer programmes to facilitate and enhance learning.

This course is not open to students with recent French 11. If in doubt regarding placement, please consult with Modern Languages department (especially if you had no French in the last two years or more).

Prerequisite: None

FREN 101-3
Introductory French 2 (4,0,0)

A continuation of FREN 100.

If in doubt regarding placement, please consult with Modern Languages department (especially if you had no French in the last two years or more).

Prerequisite: FREN 100 or equivalent (recent French 11 with less than 67%)

FREN 110-3
Intermediate French 1 (4,0,0)

This course further develops communicative skills in speaking, listening, reading and writing and deals with language from a variety of different areas, registers and periods. This course makes extensive use of multimedia and computer programmes to facilitate and enhance learning.

If in doubt regarding placement, please consult with Modern Languages department (especially if you had no French in the last two years or more).

Prerequisite: FREN 101 or equivalent (recent French 11 with more than 68%)

FREN 111-3
1st Year University French 1 (4,0,0)
For Students with French 12 or FREN 120

This course is designed to review and consolidate the student's knowledge of all the basic elements of French grammar, to develop a facility with the spoken language and to introduce him/her to aspects of 20th-century French and French-Canadian literature. Class discussion plays a major role in this course. (Serves as a prerequisite for second-year French courses.)

Prerequisite: French 12, FREN 110/120 or equivalent.

FREN 120-3
Intermediate French 2 (4,0,0)

A continuation of FREN 110.

If in doubt regarding placement, please consult with Modern Languages department (especially if you had no French in the last two years or more).

Prerequisite: FREN 110 or equivalent (recent French 12 with less than 67%)

FREN 121-3
1st Year University French 2 (4,0,0)
For Students with French 12 or FREN 120

This course is designed to review and consolidate the student's knowledge of all the basic elements of French grammar, to develop a facility with the spoken language and to introduce him/her to aspects of 20th-century French and French-Canadian literature. Class discussion plays a major role in this course. (Serves as a prerequisite for second-year French courses.)

Prerequisite: FREN 111 or equivalent.

FREN 205-3
Oral French Practice 1 (4,0,0)

This course is designed to enhance communication skills. Grammar will be reviewed but only in a comprehension/oral expression context. Expansion of the vocabulary will also be emphasized. All activities are aimed at enabling the student to progress to a superior level of fluency.

Prerequisite: FREN 111/121

FREN 206-3
Oral French Practice 2 (4,0,0)

This course is a continuation of FREN 205.

Prerequisite: FREN 205

FREN 211-3
Studies in French Language and Composition 1 (4,0,0)

Composition and oral practice based on literary passages and contemporary readings. Conducted in French. Open to students who have immersion French 12 with more than 68%.

(Prerequisite for all upper-division university courses.)

Prerequisite: FREN 111/121 or equivalent

FREN 212-3
French Literature 1 (4,0,0)

Significant authors and works from the Moyen Age through the 19th Century and early 20th. Class discussion plays a major role in this course. (Prerequisite for all students intending to proceed to a Majors or Honours programme.) Conducted in French. Open to students who have immersion French 12 with more than 68%.

Prerequisite: FREN 111/121 or equivalent

FREN 221-3
Studies in French Language and Composition 2 (4,0,0)

This course is a continuation of FREN 211.

(Prerequisite for all upper-division university courses.)

Prerequisite: FREN 211 or equivalent

FREN 222-3
French Literature 2 (4,0,0)

This course is a continuation of FREN 212.

Prerequisite: FREN 212 or equivalent

FREN 334-6
French Civilization (3,0,0)(3,0,0)

A thematic approach to France and the Francophone world.

Prerequisite: FREN 211/221 or 212/222 or instructor's permission.

FREN 335-6
French-Canadian Civilization (3,0,0)(3,0,0)

A thematic approach to French-Canadian literary works considered in a broad cultural context. (Can be offered as a directed studies course. Students must have high language skills, and must have the instructor's written permission.)

Prerequisite: FREN 221 or FREN 222, or permission of the Department

FREN 352-6
Studies in French Language and Style (3,0,0)(3,0,0)

Composition, syntax, versification, advanced translation and oral practice.

Prerequisite: FREN 211/221.

FREN 416-6
French-Canadian Literature (3,0,0)(3,0,0)

Characteristic works, from its origins to the present. (Can be offered as a directed studies course. Students must have high language skills, and must have the instructor's written permission.)

Prerequisite: FREN 222

FREN 452-6
Advanced Studies and Practice in French Language and Style (3,0,0)(3,0,0)

This course is a continuation of French 352 as well as a new step forward. The language is studied at a more advanced level, from both a descriptive and a practical point of view, with particular attention given to the relationship between grammatical structures and stylistic effects. Topics include: sentence structures and their variants, stylistic aspects of vocabulary, patterns of emphasis, levels of language from literary tones to colloquial speech. A good deal of attention is also given to the practice and techniques of advanced translation from English to French.

Prerequisite: FREN 352

Forestry

All FRST and NRSC courses are open to non-program students if space is available and with the written permission of the program co-ordinator. Students who do not have specific prerequisites for a course they wish to take, but believe they have equivalent knowledge, may seek permission to enrol from the course instructor.

FRST 100-2
Introduction to Forestry (2,0,0)

This course is an overview of forestry and includes the history of forestry and the forestry profession; present status and role of forestry; forest policy; and future trends in use of forest resources.

Prerequisite: None

FRST 112-3
Dendrology 1 (3,0,2)(L)

Dendrology is a survey of the structure, function, ecology, and identification of trees. The lecture component deals with two major areas: 1) the structure and function of trees, i.e., reproduction, development, anatomy, morphology and physiology; 2) the ecology and evolution of trees.

The laboratory surveys a selection of Canadian, North American, and introduced tree species. Deciduous species are emphasized in FRST 112 and coniferous species in FRST 122. Field trips are an integral part of the course.

Prerequisite: Biology 11 or BIOL 050, (preferably Biology 12 or BIOL 062)

Corequisite: BIOL 111

FRST 122-3
Dendrology 2 (3,0,2)(L)

This course is a continuation of Dendrology 1. The laboratory surveys a selection of B.C., Canadian, North American and introduced coniferous tree species.

Prerequisite: FRST 112.

Corequisite: BIOL 121

FRST 200-3
Introduction to the Study of Soils (3,0,2)(L)

This course surveys the physical, chemical and biological properties of soils. Topics include soil formation, classification, use and conservation. Particular emphasis will be placed on forest soils.

Prerequisite: BIOL 111/121, FRST 112/122

Corequisite: CHEM 110

FRST 204-3
Forest and Environmental Climatology (3,0,2)(L)

This is a Science Laboratory course designed for Forestry and Environmental Science students. It includes basic principles and processes of climatology; energy and plant water balance concepts; vertical and horizontal air movements; weather systems; microclimates; and the interrelationships among plants, soils, climates, and the biosphere.

Prerequisite: BIOL 111/121, Physics 11, GEOG 112 highly recommended

Note: Same as GEOG 204.

FRST 210-3
Forest Ecology and Silvics 1 (3,0,2)(L)

The main objectives of this course are to facilitate your learning of the complexities and interactions that make up forest ecosystems and how this knowledge can be used in predicting forest ecosystem responses to both natural and human induced disturbances. By the end of this course you will have an understanding and appreciation of: Forest ecosystem structures and functions, and how these components interact; how forest ecosystems change over time and the ecological effects of various forest management

practices on these systems; the spatial variation in forest ecosystems, methods of describing these variations, and the characteristics of Biogeoclimatic zones in BC, and; the identification and interpretive use of indicator plant species in the description of forest ecosystems.

Prerequisite: FRST 112/122 or completion of first year general science with FRST 112 as a corequisite.

FRST 211-3
Introduction to Forest Mensuration and Photogrammetry (3,0,2)(L)

This course teaches the student techniques used in basic photogrammetry, photo mapping and photo-based inventory systems. Use of maps and mapping systems will be implemented. Techniques for the measurement of tree stand variables, calculating tree volumes, estimating form and taper, as well as timber scaling and grading will be taught. Regression techniques will be used in the analysis of data collected by students. Some weekend fieldwork may be required.

Prerequisite: COMP 135.

Corequisite: STAT 200 or BIOL 300.

FRST 220-3
Forest Ecology and Silvics 2 (3,0,2)(L)

This course examines the ecological and silvical characteristics of forest trees of Western Canada with emphasis on ecological site assessment and applications of silvics in silviculture. This course will also explore the identification and interpretive use of indicator plant species in the description of forest ecosystems, the soil and site features used in determining site quality and the diagnostic procedures used in determining site quality.

Prerequisite: FRST 112, completion of first year sciences and with FRST 122 as a corequisite; FRST 210

Corequisite: FRST 200

FRST 221-3
Forestry Mensuration (3,0,2)(L)

Forest inventory methods. Growth and yield prediction. Applications of multiple linear regressions and sampling techniques. Regeneration and residue surveys. Introduction to multiple resource inventories.

Prerequisite: FRST 211.

FRST 263-3
Basic Forest Surveying (2 weeks in Spring)(L)

An introduction to the basic techniques of surveying with emphasis on the problems encountered in a forest environment. This course will be offered as a two week course at the end of the winter semester.

Geography

Students requiring six credits of laboratory science should take both GEOG 112 and 122.

GEOG 112-3
Earth's Lands and Waters (Geomorphology)(3,0,2)(L)

A Science Laboratory course dealing systematically with the origin and evolution of the earth's waters and topographic features. Water and landforms will be examined via maps, photographs and field observations.

Prerequisite: None

GEOG 119-3
Introduction to Human Geography: Geographical Change in the Modernizing World (2,1,0)

An introduction to human geography, including cultural, historical, economic, political, urban, social and regional geography. Basic geographic concepts and cartographic methods are introduced. The spatial behaviour of people, their cultural diversity, and the landscape manifestations of their activities are explored in a variety of settings. Case studies from developing and industrialized nations are used to illustrate the evolution from traditional to modern societies.

Prerequisite: None

GEOG 120-3
Introduction to Human Geography: Themes in Geographical Change (2,1,0)

A series of themes are reviewed to better understand geographical change in the modernizing world. These may include ethnicity, indigenous peoples, patterns of development, urbanization, environmental issues, evolving cultural landscapes, and the influence of multinational corporations. Case studies will be used from different regions of the world, and the research methodologies of human geography will be introduced.

Prerequisite: None

GEOG 122-3
Climatology and Biogeography (3,0,2)(L)

A science laboratory course providing an introduction to basic principles and processes of climatology including global climatic patterns, heat energy and plant water balance relationships, vertical and horizontal air movements, weather systems, and weather mapping. Extensive field observations provide an understanding for local climatic conditions. Biogeography includes plant and animal distributions as related to physical and human phenomena.

Prerequisite: None

GEOG 210-3
Human Interaction with the Natural Environment (2,1,0)

An introduction to the environment, emphasizing a geographical approach. Topics of study include environmental worldviews, history of the environment movement, ecosystems, energy principles, human population dynamics, patterns of resource use, environmental issues and environmental ethics.

Prerequisite: None

GEOG 211-3
Economic Geography (2,1,0)

A geographic view of economic activity. Economic interrelationships, the character of various economic regions and general spatial organization will be examined on a local, regional and global scale.

Prerequisite: None

GEOG 212-3
Geography in an Urban World (2,1,0)

An introduction to the themes and problems encountered in the field of Urban Geography, recognizing the increasing interdisciplinary nature of studies. The course will study urbanization as an historic and rapidly continuing process; the growth of functional regions and patterns of urban settlement; the dynamics of urban structure and land use; critical problems that face cities of both the developed and developing countries.

Prerequisite: None

GEOG 222-3
The Regional Geography of Canada (2,1,0)

An examination of the physical environment and cultural setting of Canada, with particular emphasis placed upon human use of the land as determined by its physical nature, will be the basis for study of the regional geography of Canada. Emphasis is placed on our study of Canada east of the Rocky Mountains since GEOG 223 deals exclusively with British Columbia.

Prerequisite: None

GEOG 223-3
The Regional Geography of British Columbia and Yukon (2,1,0)

An introduction to the physical and human geography of British Columbia; an examination of settlement, resource development and transportation in the Western Cordillera; to include topics involving the changing perception of rural British Columbia's landscape and environment.

Prerequisite: None

GEOG 270-3
Introduction to Geographical Analysis (3,0,2)

Introduction to geographic data and its collection, interpretation, presentation, and documentation.

Prerequisite: GEOG 112 and one of GEOG 119 or 120. GEOG 122 is also recommended.

GEOG 275-4
Geographic Information Systems (2,3,3)(L)

Introduction to basic concepts and applications of geographic information systems. Spatial analysis systems; applications of G.I.S. technology, using micro and mini computers, to natural resource systems.

Prerequisite: PC computer skills.

Note: Same as NRSC 223-3

GEOG 310-3
Environment and Resources (2,1,0)

Concepts of environment and resource; the role of physical geography in understanding the interaction of humans and the environment; introduction to the management of environment-resource systems.

Prerequisite: GEOG 112/122 or GEOG 211 or written permission of instructor

GEOG 319-3
Geomorphology (3,0,2)(L)

Geomorphic processes, interrelationship of processes, landforms, materials and time. Practical problems in Science and Applied Science that relate to geomorphic processes are discussed in lectures and methods of investigation and analysis are introduced in the laboratory sessions.

Prerequisite: GEOG 112 or GEOL 111

Note: Same as GEOL 319-3

GEOG 320-3
Cultural Geography of Canada and the United States (2,1,0)

Contemporary landscapes and land uses considered in relation to the economy, technology, and values of Canada and the U.S.

Prerequisite: GEOG 119/120 or written permission of instructor

GEOG 321-3
Historical Geography of Urbanization (2,1,0)

Geographic perspectives on the growth of urban regions; pre-industrial cities, urban growth during industrialization, anti-urban reaction.

Prerequisite: GEOG 119 or GEOG 211.

GEOG 322-3
Field Course in Human Geography (0,3,0)

As announced by the Department a year in advance.

Prerequisite: The relevant core course or courses (i.e. GEOG 390A or GEOG 390B)

GEOG 327-3
Historical Geography of Canada 1: Canada Before 1850 (2,1,0)

Canada from the beginning of European contact to the mid 19th century, stressing the changing geographical patterns of settlement, economy, and culture.

Prerequisite: None

GEOG 328-3
Historical Geography of Canada 2: Canada After 1850 (2,1,0)

The spread of settlement, the growth of towns, and the development of economic and cultural regions in a Canada increasingly influenced by industrialization.

Prerequisite: None

GEOG 350-3
Introduction to Urban Geography (2,1,0)

City systems and theories of urban location; internal spatial structure of the city; commercial and industrial location; social areas; mobility patterns; neighbourhood and land use change; urban trends, land use problems and public policy.

Prerequisite: GEOG 119/120 or 211 or written permission of instructor

GEOG 357-3
Introduction to Social and Behavioural Geography (2,1,0)

The development of social and behavioural geography; focus on such topics as environmental perception and microgeography, approached from institutional and interactionist perspectives.

Prerequisite: GEOG 119/120 or written permission of instructor.

GEOG 361-3
Introduction to Economic Geography (3,1,0)

History and methods of economic geography. Location of resource industries, manufacturing, and service activities with emphasis on British Columbia in its North American world setting. Recommended for students with no previous exposure to Economic Geography, before taking other courses in the 36X and 46X series.

Prerequisite: GEOG 120

GEOG 363-3
The Geography of Resource Industries (2,1,0)

Geographical analysis of selected resource industries of importance to Canada. Each year a selection will be made from the agriculture, forestry, fishing, mining, energy, and recreation sectors which will be dealt with international and national contexts.

Prerequisite: GEOG 119/120 or GEOG 211 or written permission of instructor

GEOG 390-3
Geography of Selected Regions (2,1,0)

A geographical analysis of selected regions not regularly included in the Department's offerings in regional geography (e.g., Western Europe; Oceania; East Asia).

Prerequisite: None

GEOG 390A-3
The Pacific Basin, New Zealand and Australia (2,1,0)

The course will examine the physical and human geography of the Pacific Basin, including its oceanography, with emphasis on New Zealand and Australia. The geography of Antarctica and Pacific Islands issues are introduced. Resource management, economic development, population, cultural and environmental themes are addressed.

Prerequisite: None

GEOG 390B-3
The Pacific Islands and Pacific Asia (2,1,0)

The first half of the course reviews the physical and human geography of the Pacific Islands, with an emphasis on Fiji. In the second half the geography of Southeast and East Asia is introduced, with a focus on their roles within the Pacific Basin. Resource management, economic development, population, cultural and environmental themes are addressed.

Prerequisite: None

GEOG 423-3 (SS)
Attitudes Toward the Environment (2,1,0)

An examination of attitudes that have influenced land use and environmental change in the past and present.

Prerequisite: GEOG 310 or written permission of instructor

GEOG 424-3
Geography of Tourism (2,1,0 or 3,0,0)

Examination of tourism as a global and local phenomenon; historical changes in leisure and development of tourism in western, industrializing economies; the place of tourism in the Canadian economy, past and present; current relationships between tourism and cultural values and economic systems.

Prerequisite: GEOG 320 or GEOG 357 or GEOG 361 or enrolment in the Bachelor of Tourism Management program.

GEOG 448-3
Directed Studies in Geography

A course designed to allow fourth year students to undertake an investigation on a specific topic as agreed upon by the faculty member and the student.

Prerequisite: Permission of the supervising faculty member and the Chair of the department are required.

GEOG 450-3
Urban Analysis (2,1,0)

Geographical analysis of selected problems of the internal structure of cities and urban systems.

Prerequisite: GEOG 350 or permission of the instructor.

Geology

Note: Not all courses are offered every year.

Two courses, - GEOL 111 and GEOL 205 - are available at the introductory level. GEOL 111 sections are offered in both the fall and winter semesters while GEOL 205 is only offered in the winter. Students requiring six credits of laboratory science should take GEOL 111 in the fall as a prerequisite to GEOL 205 in the winter. Students requiring only three credits of laboratory science can take GEOL 111 in either semester.

Note: Students with a background in geology or earth science can request the instructor's written permission to take courses for which they do not have the specified prerequisites.

GEOL 111-3
Introduction to Physical Geology (3,0,2)(L)

A Science Laboratory course directed towards anyone who has an interest in geology. The course involves a survey of all major topics of physical geology, including Mineralogy, Petrology, Crystal Chemistry, Time, Surface Processes, Volcanic Activity, Rock Deformation and Mountain Building, and Plate Tectonics. Field excursions supplement the lecture and laboratory material.

Prerequisite: none

GEOL 205-3
Geological Time (3,0,2)(L)

This course is the natural continuation of GEOL 111. Although it has 2nd year designation, it is prerequisite to all other 2nd year courses, and as such should be taken during FIRST YEAR. A Science Laboratory course involving a study of the geological history of the Earth. Concepts covered include Measurement of Geologic Time, Stratigraphic Principles, Radiometric Decay, and Elementary Palaeontology. In the laboratory the student is introduced to methods in geological mapping and fossil identification.

Prerequisite: GEOL 111

GEOL 210-3
Mineralogy 1 (2,0,3)(L)

Introduction to crystallography, physical and chemical properties of minerals. The recognition of common minerals forms the bulk of laboratory study. Field trips supplement the lecture and laboratory material.

Prerequisite: GEOL 111/205

GEOL 215-3
Introductory Petrology (2,0,3)(L)

Examination of the origin, composition, occurrence and structure of all three rock groups: igneous, sedimentary, and metamorphic. In the laboratory the student will be introduced to Petrography - determinations using the petrographic microscope in addition to hand sample identification.

Prerequisite: GEOL 210

GEOL 229-3
Stratigraphy and Sedimentary Geology (3,0,2)(L)

Physical and biological stratigraphy, facies and correlation, sequence concepts and basin analysis. Origin, diagenisis and gechemistry of sediments and sedimentary rock.

Prerequisite: GEOL 111/205

GEOL 301-3
Principles of Palaeontology (2,0,2)(L)

A systematic study of ancient forms of life (fossils). Attention will also be given to Palaeoecology, Evolutionary Principles, and Palaeontologic Techniques.

Prerequisite: GEOL 205

GEOL 303-3
Environmental Geochemistry (3,0,0)

This course will examine the complex relationship between environmental factors and the geochemical history of surface and subsurface rocks. This course is the same as CHEM 303.

Prerequisite: GEOL 111 and CHEM 225 (C minimum)

Note: Credit will not be given for both GEOL 303 and CHEM 303

GEOL 307-3
Structural Geology (2,0,3)

Analysis and interpretation of natural deformation. The fault, fold and ductile flow systems accompanying deformation of the earth's crust. Extensional, contractional and toroidal deformation. Geometric, kinematic and mechanical analysis of deformational structures of different scales. Techniques and assumptions used in the construction of structural cross sections.

Prerequisite or Corequisite: GEOL 229 and GEOL 319

GEOL 319-3
Geomorphology (3,0,2)(L)

Geomorphic processes, interrelationship of processes, landforms, materials and time. Practical problems in science and applied science that relate to geomorphic processes are discussed in lectures and methods of investigation and analysis are introduced in laboratory sessions.

Prerequisite: GEOL 111

Note: Same as GEOG 319-3

GEOL 328-3
Field Techniques (2,0,2*)(L)

The labs entail field exercises in traversing and mapping.

Introduction to techniques of geological field mapping. Methods in basic structural geology, core analysis, traversing, sampling procedures and survival first aid for the field will be covered.

Prerequisite: GEOL 111/205

GEOL 425-3
Geological History of North America (3,0,0)

An overview of the geological history of North America with emphasis on Plate Tectonics; PreCambrian Orogens, Phanerozoic Orogenic Belts, especially the Cordillera; Interrelations of Sedmentation, Deformation and Metamorphism.

Prerequisite or Corequisite: GEOL 319 and GEOL 229

GEOL 448-3
Directed Studies in Geology

A course designed to allow students to undertake an investigation on a specific topic as agreed upon by the faculty member and the student.

Prerequisite: Permission of the faculty member (supervisor) is required and acceptance of the topic by a co-supervisor with the appropriate expertise. The co-supervisor may be either from on- or off-campus.

*** Denotes alternate weeks**

German

GERM 111-3
Introductory German 1 (4,0,0)

The focus of this beginner's course is on the development of communicative skills in speaking, listening, reading and writing as well as on the culture of the German speaking world. This course makes extensive use of multimedia and computer programmes to facilitate and enhance learning.

This course is not open to students with recent German 11. If in doubt regarding placement, please consult with Modern Languages department (especially if you had no German in the last two years or more).

Prerequisite: None

GERM 121-3
Introductory German 2 (4,0,0)

A continuation of GERM 111.

If in doubt regarding placement, please consult with Modern Languages department (especially if you had no German in the last two years or more).

Prerequisite: GERM 111 or equivalent

GERM 211-3
Intermediate German 1 (4,0,0)

This course further develops communicative skills in speaking, listening, reading and writing and deals with language from a variety of different areas, registers and periods. This course makes extensive use of multimedia and computer programmes to facilitate and enhance learning.

If in doubt regarding placement, please consult with Modern Languages department (especially if you had no German in the last two years or more).

Prerequisite: GERM 121 or equivalent

GERM 221-3
Intermediate German 2 (4,0,0)

A continuation of GERM 211.

If in doubt regarding placement, please consult with Modern Languages department (especially if you had no German in the last two years or more).

Prerequisite: GERM 211 or equivalent

History

HIST 103-3 (HUM)
An Introduction to Ancient Greece and Rome (2,1,0)

This course surveys the history of the Mediterranean world from classical Greece and Rome to the legalization of Christianity in the Roman Empire in the fourth century. Emphasis is placed on the rise and decline of Hellenic civilization, early Rome and the Republic, the Augustan Age and foundations of imperial Rome, and the transition from pagan to Christian civilization.

Prerequisite: None

HIST 112-3
An Introduction to Canadian History (2,1,0)

This course deals with the evolution of Canada to 1867. Emphasis is placed on historiography, the history of New France, the regional life and social organization of pre-confederation Canada, the impact of frontierism, metropolitanism, and continentalism, and the rise of a national spirit.

Prerequisite: None

HIST 116-3
History of Europe 1500-1789 (2,1,0)

After providing a brief background to medieval institutions, this course will detail the development of modern Europe from 1500-1789. The Renaissance, the Reformation, Absolutism, Enlightenment and the outbreak of the French Revolution will be covered. The lectures and seminars will focus on the political, intellectual, cultural and social aspects of European society.

Prerequisite: None

HIST 122-3
History of Canada, 1867 to the Present (2,1,0)

An intensive examination of the problems of nation making. This course examines the following topics: the policies which were envisaged in the Confederation project and the degree of success with which they were implemented, the relations of French-speaking and English-speaking Canadians, the problems presented by regionalism and provincialism, the relations of Canada with Britain and the United States, the impact of industrialization and urbanization, and Canada's position as a member of the world community of nations.

Prerequisite: None

HIST 126-3
Europe: 1789-1939 (2,1,0)

This course will examine the history of the French Revolution, the Congress of Vienna, the reactionary forces and the development of the modern state in the nineteenth and early twentieth century. The lectures and seminars will focus on the political, intellectual, cultural and social aspects of European society.

Prerequisite: None

HIST 202-3
Native History of Canada (2,1,0)

The native people of Canada from contact to the present. Topics include native involvement in the fur trade and later economic developments, the emergence of the Metis, the treaty-making process and the evolution of government policies for native peoples.

Prerequisite: None

Note: Students who have taken HIST 302 (Native History of Canada) may not take this course.

HIST 216-3
History of England: Roman Britain to the Glorious Revolution, 1688 (2,1,0)

This course is designed for those who wish an acquaintance with the broad sweep of British history. The course will examine the social, political, economic and religious issues which affected the following periods of British history: Roman, Norman, medieval, the Tudors and Stuarts.

Prerequisite: None

HIST 217-3
Major Issues in American History from the Colonial Period to the Civil War (2,1,0)

This course examines the key political, economic, and social issues in the development of the United States from its colonial beginnings to the cataclysm of the Civil War

Prerequisite: None

HIST 218-3
Medieval Europe 325 - 1198: From the Fall of Rome to the Crusades (2,1,0)

A survey of European civilization during the Early and High Middle Ages: emphasizing structures and their changes, the ordering of society, the economy, beliefs and ideas, the organization of communities, and the emergence of religious and political institutions.

Prerequisite: None

HIST 222-3
Studies in Historical Method: Local History (2,1,0)

This course will be concerned with the question of historical methodology, focusing particularly on the local history of the greater Kamloops region. It is designed to give students a deeper understanding of historical processes as they practice doing what the historian does dealing with actual historical resources, gathering information, making judgments about conflicting evidence, and attempting to place what actually happened in a meaningful context.

Note: HIST 222 not offered every year.

HIST 225-3 (HUM)

Cultural and Artistic Traditions of Europe (2,1,0)

This course introduces some of the major artistic and literary monuments and movements of the Western tradition and places post-Renaissance cultural achievements in their historical context. Themes include humanism and the legacy of religious upheaval, the impact of science on philosophy, the challenge of neoclassicism, cultural responses to political and industrial revolution, and modernist experimentation.

Prerequisite: None

HIST 226-3

History of England: The Glorious Revolution to Victorian Britain (2,1,0)

This course is designed to introduce students to British history from the Glorious Revolution of 1688 to the end of the reign of Queen Victoria. The course will examine the political, social and economic issues which determined Britain's development.

Prerequisite: None

HIST 227-3

Major Issues in American History from the Civil War to the Present (2,1,0)

A study of selected topics in the emergence of the United States as a global economic, political, military and cultural power.

Prerequisite: None

HIST 228-3

Medieval Europe 1198 - 1500: From the Crusades to the Age of Reconnaissance (2,1,0)

A survey of continuity in the economic, social, political and religious foundations of late medieval Europe, and of the accompanying philosophical, literary, artistic, and cultural achievements of European civilization during this period.

Prerequisite: None

HIST 270-3 (SS)

The History of Women in Canadian Society (2,1,0)

This course is an introduction to Canadian women's history. Organized chronologically and thematically, the course provides a survey of women's experience from Native women in the pre-European contact period to contemporary women. Within this broad structure, certain themes such as race, class and region will be emphasized.

Prerequisite: None

Prerequisite of at least six lower-level history credits for enrolment in all upper-level history courses.

HIST 304-3 (HUM)

The History of the Canadian West (2,1,0)

Selected topics in the history of the Canadian West with an emphasis on the prairie west; the Indians and the fur trade, Louis Riel, prairie settlement and western social and political protest.

HIST 307-6 (HUM)

French North America to 1803 (2,1,0)(2,1,0)

A historical background for understanding the French speaking peoples of North America, Acadians, Franco-Québécois, French-Canadians, and Cajuns. It deals extensively with French-Amerindian relations and introduces the student to the historiography of French North America.

HIST 314-3 (HUM)

Tudor England, 1485-1603 (2,1,0)

This course examines the political, religious, economic, cultural and social changes in England with emphasis on the Reformation Period.

Prerequisite: None

Note: Students who have credits for HIST 318 (Tudor and Stuarts) will not receive additional credit for this course.

HIST 315-3 (HUM)

Stuart England, 1603-1688 (2,1,0)

This course examines the political, religious, economic, cultural and social changes in England with emphasis on the Civil War period.

Prerequisite: None

Note: Students who have credits for HIST 318 (Tudors and Stuarts) will not receive additional credit for this course.

HIST 316-6 (HUM)

European Social History (2,1,0)(2,1,0)

This course explores various social and cultural perspectives of Early Modern Europe. Aspects of domestic life, economic activity, religion, and popular culture provide the basis for related thematic considerations that include occupational structures, family relationships, social stratification, violence and public order, and leisure, ritual, and education in pre-industrial Europe.

HIST 317-3 (HUM)

European Expansion and Migration (3,0,0)

This course focuses on conquest, colonization, and associated cultural change along the peripheries of Europe prior to the late fifteenth-century 'discovery' of the Americas. Central themes include the Carolingian conquest of the Saxons, English colonialism in the Celtic world, German migration to eastern Europe, the Spanish Reconquest, and the crusaders and colonists in the eastern Mediterranean.

Prerequisite: None

HIST 327-3 (HUM)

American Colonial History, 1607-1763 (2,1,0)

A comparative study of the social, economic and political characteristics of the thirteen colonies as they changed from small European outposts to more mature societies.

HIST 329-6 (SS)

Canadian Social History (3,0,0)(3,0,0)

A study of selected topics in the history of Canadian society, including frontier settlement, rural life, religion, social and institutional structures, immigration and ethnicity, social movements, ideology, family life and life cycle, demographic change, labour, industrialization, and urbanization.

HIST 330-3 (HUM)

The United States, 1812-1865 (3,0,0)

Political development in the new American nation, with special emphasis on expansion, regionalism, Jacksonian democracy, social reform, and the Civil War.

HIST 331-3 (HUM)

The United States, 1865-1896 (3,0,0)

Political and social development in Post-Civil War America, with special emphasis on Reconstruction, industrialization, and the Gilded Age.

HIST 336-3

The United States, 1900-1945 (2,1,0)

This course will focus on selected issues relating to the political, social and cultural history of the United States from 1900 to the end of World War II. While foreign affairs are treated in some depth, the course focuses primarily on domestic issues.

HIST 337-3

The United States, 1945-Present (2,1,0)

This course will focus on selected issues relating to the political, social, and cultural history of the United States from the end of World War II to the present. While foreign affairs are treated in some depth, the course focuses primarily on domestic issues.

HIST 339-3 (HUM)

The American Revolution and the Formation of the United States, 1763-1812 (2,1,0)

A study of the revolutionary origins of the United States and the establishment of the American republic.

HIST 351-3

The History of Childhood and Education (2,1,0)

This course considers the historic experience of children in Western society and in Canada in particular, focussing on the place of education in children's lives. Educational structures will also be examined, including the development of some of the leading and most influential theories about the education of children.

HIST 401-6 (HUM)

French Canada from the End of the 18th Century to the Present (2,1,0)(2,1,0)

Examines the relations between the English and the Canadians prior to the Rebellions of 1837-38, the emergence of the "state of siege" mentality after 1840, the impact of industrialization in Quebec, the Quiet Revolution, and independence movement.

HIST 404-6 (HUM)

British Columbia (3,0,0)(3,0,0)

Selected themes in the history of the region, primarily during the post-confederation years. Topics will emphasize changes in the economic, social, and institutional structures of the province.

HIST 412-3 (HUM)

Topics in Medieval and Early Modern European History (2,1,0)

This course will focus on selected themes relating to the cultural, political, institutional, or economic history of pre-industrial Europe. It is intended to accommodate subject matter not usually dealt with in other courses. Thematic considerations will vary from year to year. They may include political ideas and their institutional embodiment (e.g.: kingship, empire, convocation), social and economic transformations, and major cultural expressions. The course is designed for, but not limited to students in the History Majors programme.

Prerequisite: None

HIST 413-6 (HUM)

Reformation Europe (2,1,0)(2,1,0))

An examination of European history, 1450-1650, which places both the Protestant Reformation and the Catholic Reformation in the broader context of the political, social, cultural, and economic changes during the early modern era.

HIST 415-6 (HUM)

Early Modern Britain (2,1,0)(2,1,0)

A study of the social, economic, political, religious, cultural and intellectual history of Britain between the Reformation and the Industrial Revolution with special reference to the rise of modern industrial society.

HIST 419-6 (HUM)

Victorian Britain (2,1,0)(2,1,0)

An examination of the social and cultural changes in Britain from the late 18th to the early 20th centuries. Emphasis will be placed on the ways that institutions, families, social groupings and religious, aesthetic and other values responded to and influenced the changes which produced the world's first industrial, urban society.

HIST 420-3 (HUM)

Topics in European History (2,1,0)

This course will focus on selected themes relating to the cultural, political, institutional, or economic history of modern Europe. It is intended to accommodate subject matter not usually dealt with in other courses. Thematic consideration will vary from year to year. They may include domestic politics, the interaction of states, the formation of new states, social and economic transformations, and major cultural expressions. The course is designed for, but not limited to, students in the History Majors program.

HIST 421-6 (HUM)

Topics in the History of the Atlantic World (3,0,0)(3,0,0)

This course will focus on selected issues relating to the social, cultural, and political history of the Atlantic World. It is intended to accommodate subject matter not usually dealt with, in detail, in other courses. Thematic considerations will vary from year to year. They may include social and economic transformations, cultural expression, and political development. This course is designed for, but not limited to, History majors.

HIST 425-3 (HUM/SS)

Topics in Canadian History (2,1,0)

In these specialist seminars significant historical issues are examined up close. The subject material may change from term to term and will focus on topics like, for example, the Canadian economy, modernisation, war and society, historic urban patterns, the constitution, land claims, race the environment, and so on. Prospective students should check with the Department of Philosophy, History and Politics to determine what will be covered in the upcoming academic year.

HIST 426-6 (HUM)

Twentieth-Century Canada (2,1,0)(2,1,0)

A survey of the political, social and economic developments which have shaped contemporary Canada.

Prerequisite: HIST 112/122

HIST 445-3 (HUM)

American Foreign Policy, 1870-1945 (2,1,0)

Selected topics in political and economic aspects of American foreign policy, from 1870 to 1945.

HIST 446-3 (HUM)

American Foreign Policy, 1945 to present (2,1,0)

Selected topics in the history of American foreign policy, 1945 to the present.

HIST 447-6 (HUM)

Seminar in American History (0,3,0)

Offers the opportunity to study in depth some of the major problems in United States history. Areas of concentration, depending on the instructor's interests, will include the American Revolution, immigration, ante-bellum reform, civil rights, and urbanization in modern America.

HIST 448-3 (HUM)

Topics in American Social History (3,0,0)

This course will focus on selected issues relating to the social and cultural history of the United States. It is intended to accommodate subject matter not usually dealt with, in detail, in other courses. Thematic considerations will vary from year to year. They may include race and ethnicity, social and economic transformations, and cultural expression. This course is designed for, but not limited to, History majors.

HIST 460-6 (HUM)

Britain in the Twentieth Century (2,1,0)(2,1,0)

Changes in class structure, private vs. public education; decline of imperial economy; impact of two world wars; impact of the depression; end of empire and its effects; racial conflict in Britain; nationalization of industry; balance of payments; the welfare state; entry into the Common Market.

HIST 470-3 (SS)

Population and the Family in the Past (2,1,0)

Historical demographic ideas, methods, and phenomenon are examined and applied. The ways in which population factors have affected the family, government policy, and society as a whole will be emphasized, largely within a Canadian context. The construction of censuses and databases will be considered.

Prerequisite: None

HIST 490-3 (HUM)

Seminar for History Majors (0,3,0)

The course will explore selected problems and issues in the theory and practice of historical work. For seminar topics each year, consult the department. Open to majors with the permission of the department.

Prerequisite: No fewer than 12 credits in recognized lower level History courses.

HIST 495-6 (HUM)

Theory and Practice of History (3,0,0)(3,0,0)

Approaches to the history of historical enquiry in its social, cultural, intellectual, methodological, economic and political contexts.

Prerequisite: No fewer than 12 credits in recognized lower level History courses.

HIST 499-3 (HUM)
The Working Class and the Left in Canadian History (2,1,0)

This course surveys the history of working people in Canada from the 18th century to the present, examining the nature and conditions of work, labour relations, the emergence of working-class cultures, the place of gender and race in working-class relations, and the attempts of left-wing organizations to articulate the workers' interests.

Prerequisite: None

Health Science

HLSC 100-3
Introduction to Gerontology - Theory (3,0,0)

Introduction to Gerontology is a distance delivery course intended to individuals who are/will be working with elders in a variety of settings and who wish to increase their understanding of older persons and the experience of health in later life. Students will have the opportunity to examine key gerontological concepts and to develop knowledge and skills that will be of value in their practice with elders.

Prerequisite: Home Support/Resident Care Attendant Certificate, Human Services Certificate, or Licensed Practical Nursing Certificate

HLSC 101-3
Introduction to Gerontology - Clinical (0,0,12P)

Introduction to Gerontology, Clinical is a distance delivery course intended to individuals who are/will be working with elders in a variety of settings and who wish to enhance their knowledge and develop their practice in relation to health and human service work with older persons. This preceptored clinical course provides opportunities for students to integrate, consolidate and refine previous knowledge and experience and to nurture an appreciation of gerontology as a specialty area of health and human service worker practice.

Prerequisite: HLSC 100

HLSC 259-3
Health Science 3 (4,0,0)

An introduction to the study of human pathobiology, immunology and microbiology. Topics covered will be coordinated with the clinical experience.

Prerequisite: Admission to the RN/BSN program, BIOL 159/169

Corequisites: NURS 218 and 219

HLSC 269-3
Health Science 4 (4,0,0)

A continuation and completion of HLSC 259, including immunology and microbiology. Topics covered will be closely coordinated with the clinical experience.

Prerequisite: Admission to the RN/BSN program, HLSC 259

Corequisites: NURS 228 and 229

HLSC 302-3
Data Analysis in Health and Human Service Professions (3,0,1)

This course is designed to facilitate learner understanding of the data analysis process in relation to research-based professional practice in nursing and social work. Students will apply a range of analytical techniques to both quantitative and qualitative data. This course will enhance the learner's ability to analyze data and critically review research literature applicable to their professional practice.

Prerequisite: NURS 360

HLSC 303-3
Pharmacology: Knowledge for Nursing Practice (3,0,0)

This health science course for nurses covers the study of conventional pharmacology, pharmacognosy (complimentary herbal medicine and neutriceuticals), and related social, ethical, and political issues. There will be a strong emphasis on theory integration and clinical application of course concepts as this knowledge relates to client situation and the clinical practice setting common to nurses. Course concepts will be explored from a variety of world views (natural science, phenomenology, and critical social perspective).

Prerequisite: HLSC 269 or RN Diploma/Degree or permission of Chairperson

Hospitality Management

HMGT 100-1
Hotel Resort Practicum (0,1,40)

This course requires the student to practice skills acquired during the program. It will familiarize the student with the section of the Hospitality Industry they wish to follow. It will be necessary for the student to successfully complete this section before certification is given by UCC.

Prerequisite: The successful completion of all courses in the first year of the Resort/Hotel Management Diploma program with a minimum of a "C" in any course.

HMGT 111-3
Dining Room Operations (3,0,5)

This course takes a student from a basic understanding of the principles of food production and service to the practical skills and knowledge for effective management of food and beverage service outlets ranging from cafeterias and coffee shops to room service, banquet areas and high-cheque average dining rooms. Topics include menu planning (both food and wine), purchasing, storage and sanitation. Students will be required to work in the College Dining Room for the applied portion of this course.

HMGT 121-3
Food and Beverage Preparation (3,0,5)

This course explains the techniques and procedures of quality and quantity food production and service and provides the principles underlying the selection, composition and preparation of the major food products. Students gain practical experience by working one night per week in the College Dining Room kitchen or an off-campus kitchen for the applied portion of this course.

HMGT 210-3
Food and Beverage Cost Control (3,0,0)

This course covers the principles and procedures involved in an effective food and beverage control system. Students will be introduced to the logic and the systems involved with managing costs, from maintaining sales and cost histories to developing systems for monitoring current activities and projecting future profits. Topics covered include budgeting techniques, standards determination, purchasing systems and menu pricing.

Prerequisite: ACCT 100 and COMP 191

HMGT 211-3
Resort Management (3,0,0)

This course offers a complete approach to the operation of resort properties. Beginning with historical development, details are presented in planning, development, financial investment management and marketing that deal with the unique nature of the resort business. The course also examines the future and the impact of the condominium concept, time sharing, technological change and the increased costs of energy and transportation.

HMGT 212-3
Convention Management and Service (3,0,0)

This course provides insight into the scope and various segments of the convention market and shows the relationship between professional service and operational success. Students will be given a comprehensive introduction to the complexities of managing a convention facility.

HMGT 221-3
Food and Beverage Management (3,0,1)

This course discusses the management of Food and Beverage Operations within a hotel. Students will learn aspects of front of the house and back of the house operations of this department and will have an overview of the complexities of managing this dynamic area. Topics that will be covered include: product knowledge, legal issues, responsible beverage service, industry trends, service styles, marketing, sales and profitability.

Prerequisite: HMGT 111, HMGT 121, Foodsafe Level 1. Minimum age requirement of 19 years of age.

HMGT 241-3
Rooms Division Management 1 (3,0,1)

This course presents a systematic approach to front office procedures by detailing the flow of business through a hotel, motel or resort beginning with the reservation process and ending with checkout and settlement. The course also examines the various elements of effective front office management, paying particular attention to planning and evaluating front office operations and to personnel management. The role and importance of the Housekeeping department and Computer Reservation systems are also included.

HMGT 250
Field Trip Activity Fee (Year 2 Resort and Hotel Management Diploma)

Required for all second year students of the Resort and Hotel Management Diploma Program. The opportunity to better understand concepts discussed in the classroom by exposure to their application in industry.

HMGT 251-3
Rooms Division Management 2 (3,0,1)

The Rooms Division Management area of the hotel has the potential to be the most profitable department. Students will explore the managerial complexities of coordinating, security, housekeeping, accounting, reservations, and human resources. During this course students will also be exposed to the latest hotel computer software designed to facilitate efficient and profitable operation of this exciting department.

Prerequisite: HMGT 241

Horticulture

HORT 150-2
Basic Horticulture (38 hours)

This course introduces the student to plant structure, growth and development. Topics to be covered include structure and function of plant parts, plant classification, nomenclature and identification, germination, photosynthesis and respiration, plant hormones and environmental effects on plant growth and development.

Prerequisite: Admission to the Horticulture program.

HORT 151-2
Greenhouse Production (38 hours)

The student will learn about the basic structure of greenhouses, heating and ventilating systems, soil mixes, supplemental lighting, fertilization, chemical growth regulators and irrigation systems.

Prerequisite: Admission to the Horticulture program.

HORT 152-2
Diseases and Insect Pests (38 hours)

The course deals with insect structure and development, important insect orders, causal agents of plant diseases and disorders, and various control measures.

Prerequisite: Admission to the Horticulture program.

HORT 154-2
Soil Science (38 hours)

Topics covered include components of soil, texture, porosity, conductivity, cation-exchange-capacity, salinity, soil organisms, mineral nutrients and soil amendments.

Prerequisite: Admission to the Horticulture program.

HORT 160-1
Weeds (26 hours)

Aspects to be studied are biology of weeds, identification, control measures and common herbicides.

Prerequisite: Admission to the Horticulture program.

HORT 161-1
Nursery Production and Retailing (26 hours)

Nursery production is an important aspect of the horticulture industry in B.C., with a significant volume of landscape plants exported to the rest of Canada. Topics to be covered include site selection, management of field and containerized stock, plant propagation, fertilization, soil mixes and irrigation. Also covered will be the retailing of nursery stock and horticultural products in a garden centre.

Prerequisite: Admission to the Horticulture program.

HORT 162-1
Fruit and Vegetable Production (26 hours)

In fruit production the course examines site selection, rootstocks, pollination, pruning, and the use of chemical growth regulators. Areas to be covered in vegetable production include seed germination, growing transplants, cultivation, fertilization, irrigation and cultural requirements of some important vegetables.

Prerequisite: Admission to the Horticulture program.

HORT 163-1
Landscaping (26 hours)

Landscaping is an important and integral part of the urban environment. The course covers the principles of landscape design, developing a landscape plan, hard landscaping, landscape installation and landscape maintenance.

Prerequisite: Admission to the Horticulture program.

HORT 164-1
Turfgrass Management (26 hours)

The student will learn about the botany of grasses, selection of different grass species, seeding and sodding of lawns, fertilizers, irrigation, mowing and cultivation.

Prerequisite: Admission to the Horticulture program.

HORT 170-3, HORT 180-3
Horticulture Practical (595 hours)

The practical sessions are an integral part of the program and are designed to give students hands-on experience in developing required skills. Horticulture 180 is in the second term and is a continuation of Horticulture 170. Following are the major topic areas followed by the apportioned class hours: Plant Studies (30), Insect Studies (13), Soil Studies (10), Weed Studies (8), Indoor Plant Identification (14), Landscape Plant Identification (30), Plant Propagation (39), Greenhouse Crop Production (33), Greenhouse Practices (59), Grounds Maintenance (71), Landscape Design (45), Landscape Installation (71), Pruning (15), Basic Carpentry (25), Small Engines (25), Pesticide Dispensers and Applicator's Course (18).

Prerequisite: Admission to the Horticulture program.

HORT 190-3
Horticulture Practicum

The objective of the practicum is to enhance and culminate the education acquired within the College environment with work experience at participating businesses and organizations. The practicum will allow the student to solidify information learned at UCC, to see its application in the work world and to participate in the day-to-day operation of a business. Through the practicum, the student will gain a deeper insight into the direction he/she wants to go within the horticulture industry.

Prerequisite: Admission to the Horticulture program.

HORT 200-3
Greenhouse Production (2,0,4)

This course will provide students an opportunity to acquire new skills and improve on existing skills in a “Hands on” work related environment. The main emphasis of this course will be bedding plant production.

Prerequisite: HORT 151 or permission of the instructor

Home Support/Resident Care Attendant

HSRC 100-1
Health: Lifestyle and Choices (30 hours)

This course provides an introduction to the concept of health and the factors which lead to a health enhancing lifestyle. Learners will be expected to reflect on their own experience of health, recognizing the demands and resources that may impact on their lifestyle choices and consequently their health.

Prerequisite: Admission to the Home Support/Resident Care Attendant program.

Corequisites: HSRC 105, 115

HSRC 105-3
Human Relations: Interpersonal Communication (80 hours)

This course focuses on the development of self-awareness and an increased understanding of others. Learners will explore basic communication concepts and practice skills which contribute to effective interpersonal relationships.

Prerequisite: Admission to the Home Support/Resident Care Attendant program.

Corequisites: HSRC 100, 110, 115, 120, 125, 130, 135

HSRC 110-2
Work Role: Introduction to HS/RCA Practice (70 hours)

This course provides an introduction to the continuing care industry and the diverse roles of the HS/RCA worker. The course offers the opportunity to acquire the home management skills necessary for home support practice. It builds upon the content in HSRC 100 and 105 to further develop the knowledge, attitude and values required for practice.

Prerequisite: Admission to the Home Support/Resident Care Attendant program, HSRC 100.

Corequisites: HSRC 100, 105, 115, 120

HSRC 115-3
Healing: Personal Care Skills for the HS/RCA (90 hours)

This practical course offers the opportunity for learners to acquire and practice the basic personal assistance skills in line with personal assistance guidelines required of the home support attendant. The personal care skills required by the RCA, to maintain and promote the comfort, safety and independence of adults in continuing care settings will also be taught and practiced.

Corequisites: HSRC 100, 105, 110

HSRC 120-3
Health and Healing: Concepts for Practice (85 hours)

This course provides an opportunity to explore the theory necessary to promote activity and positive mental health, to assist the client/resident meet his/her human needs. Learners will examine the significant beliefs and theories underlying practice.

Prerequisite: HSRC 100, 110. 115

Corequisites: HSRC 105, 125, 130

HSRC 125-3
Home Support Attendant: Practical Experience (75 hours)

This practical experience provides an opportunity for learners to apply the caring philosophy with individuals and families in various stages of the life cycle. There will be an emphasis on the application and integration of the knowledge and skills learned in all other courses.

Prerequisite: HSRC 100, 110, 115

Corequisites: HSRC 105, 120, 130

HSRC 130-7
Resident Care Attendant: Clinical Practice (210 hours)

This practice course provides an opportuity to apply the caring philosophy with older adults in intermediate and extended care facilities. Selected supervised experiences will emphasize the application and integration of knowledge and skills learned in all other courses.

Prerequisite: HSRC 100, 110, 115

Corequisites: HSRC 105, 120, 125

HSRC 135-3
Healing: Special Needs in Home Support and Resident Care (80 hours)

This course builds on other course materials to provide an introduction to the basic concepts and approaches involved in the care of the client/resident experiencing changes in mental functioning. The course also explores the role of the HS/RCA working in special needs family situations.

Prerequisite: HSRC 100, 110, 115, 120.

Corequisites: HSRC 105, 125, 130

Human Service

HUMS 151-3
Interpersonal Communications and Relationships (3,0,0)

Self awareness is a foundation for the development of competent Human Service workers. By focusing on personal development this course offers an opportunity to learn and use interpersonal communication skills effectively. Class experiences in both one-to-one and small group process will help participants discover how others are affected by their behaviour. Group dynamics and leadership skills are introduced to facilitate the development of helping and interviewing abilities.

Prerequisite: Admission to the Early Childhood Education or Human Service Programs.

HUMS 152-3
Foundations of Human Service Practice (2,2,0)

This course focuses on societal problems in Canada and in particular British Columbia and Kamloops. Whether a social issue is a problem or not is often disputable; students will study how different groups interpret the same social condition and issue. This course offers an opportunity for students to identify their own perspectives and acknowledge others' points of view toward social problems. Students will work in groups to address particular issues so that, as human service workers, they will have collaborative experience and a growing willingness to address and resolve these problems.

Prerequisite: Admission to the Human Service Programs

HUMS 155-4
Field Work 1 (0,2,8)

This course introduces students to human services in Kamloops. Students will participate in a practicum field agency or facility from October through December. In addition, classroom sessions will introduce students to professional values, ethics, conduct and self-renewal.

Prerequisite: Admission to the Human Service programs.

HUMS 156-3
Introduction to Marriage and Families (2,1,0)

Through the study of the family, students will explore how the family of origin contributes to the present adult personality, marriage, relationships and family life. Topics include: self worth and family life, introduction to communication theory. By participating in group discussions the student will learn how Canadian families have changed over the years due to social, economic and political press. From this information base, students will also examine the impact of their family life experiences on the development of their professional selves, and how to use this knowledge in working within the family and community.

Prerequisite: Admission to Human Service programs.

HUMS 161-3
Interviewing Skills for Social Service Practice (3,0,0)

This course introduces students to the skill of interviewing. Students will develop the skills to complete informational and referral interviews as well as facilitate problem-solving interviews. There will be some lecture and discussions as well as videotaped practice of simulated interviews.

Prerequisite: All fall semester courses. Admission to the Human Service programs.

HUMS 162-3
Introduction to Social Welfare in Canada (2,1,0)

This course is an introduction to the history and development of human services and social welfare policy in Canada and in particular, British Columbia. Topics discussed in this course include: poverty, with particular reference to women and First Nations people, major political ideologies and their impact on social policy. Students will also learn about the structure of government and the development of a social security system in Canada. One model for policy analysis is also introduced.

Prerequisite: Admission to the Human Service programs.

HUMS 163-3
Helping Relationships (3,0,0)

This course introduces the student to the knowledge and skills that increase personal effectiveness in helping interactions with client populations. Topics include assertive behaviour, dealing with power and control issues, working with angry and aggressive individuals, conflict management and the skills for influencing behaviours of others in relationships.

Prerequisite: HUMS 151. Admission to Human Service programs.

HUMS 164-3
Foundations of Community & School Support Work (3,2,0)

This foundations course introduces students to the theory and perspectives necessary for understanding issues related to working with individuals who are challenged by a disabling condition. A major focus is the identification of mental and physical handicaps and the challenges they present for every day living. This course also addresses appropriate individualized program planning, the theoretical and ethical issues as well as practical skills needed to facilitate each person's maximum independence in society.

Prerequisite: Admission to the Human Service programs.

HUMS 165-3
Understanding Behaviour: Learning for Independence (2,1,0)

This course introduces students to nonaversive intervention strategies for dealing with problem behaviour. Students will learn the role of team approach, individual program planning and ethics in the development of a behaviour support plan. An educative approach to behaviour change is emphasized.

Prerequisite: All Fall semester courses. Admission to the Human Service Programs.

HUMS 166-3
Health Care Principles (2,0,1)

This course overviews the theory of wellness and preventive healthcare, case planning and program implementation. Areas of study include body mechanics, basic anatomy and physiology of body systems, nutrition, recognition of illness, referral procedures to health care services and issues related to basic pharmacology. Ethical and legal issues in health care will also be explored.

Prerequisite: Admission to the Human Service Programs.

HUMS 174-3
Foundations of Social Service Work (2,1,0)

The Foundations of Social Service Work course introduces students to generalist social service work practice which emphasizes interdisciplinary approaches. The roles of consumer and self help groups in the helping process and the knowledge base, skills and values of social service work practice are examined.

As well as assisting students to evaluate their interests and capabilities for entering the field of social service work, this course provides the student with skills appropriate for entry level social service work.

Prerequisite: All Fall semester courses. Admission to the Human Service Programs.

HUMS 175-3
Alternate & Augmentative Communication (3,0,0)

This course introduces students to a range of communication strategies used in working with children and adults who have limited or not verbal skills. Technological supports for communication will be introduced.

Prerequisite: All Fall Semester courses. Admission to the Human Service Programs.

HUMS 178-2
Observation and Recording Skills (2,0,0)

This course introduces students to the skills of observation and recording. Skills addressed include strategies for observing people, environments and interactions; developing valid interpretations; and factual record keeping.

Prerequisite: Admission to the Human Service Programs.

Japanese

JAPA 111-3 (formerly JAPA 100)
Introductory Japanese 1 (4,0,0)

The focus of this beginner's course is on the development of communicative skills in speaking, listening, reading and writing as well as on the culture of the Japanese speaking world. This course makes extensive use of multimedia and computer programmes to facilitate and enhance learning.

This course is not open to students with recent Japanese 11. If in doubt regarding placement, please consult with Modern Languages department (especially if you had no Japanese in the last two years or more).

Prerequisite: None

JAPA 121-3 (formerly JAPA 101)
Introductory Japanese 2 (4,0,0)

A continuation of JAPA 111.

If in doubt regarding placement, please consult with Modern Languages department (especially if you had no Japanese in the last two years or more).

Prerequisite: JAPA 111 or equivalent (recent Japanese 11 with C or less)

JAPA 151-3 (For Tourism Diploma Students Only)
Japanese for Tourism (4,0,0)

An introduction to spoken and written Japanese. This course prepares the student in tourism to serve Japanese visitors to Canada in a hotel, restaurant or retail shop, using Japanese. The primary focus of the course will be on correct pronunciation of Japanese, so that students can speak clearly to a Japanese guest, communicating to be understood. Through the use of common phrases, basic sentence patterns and regular usage drills, the student will be able to freely build sentences in Japanese.

With Japanese language proficiency will come a deeper appreciation of Japanese culture, and consequently a better understanding of the service needs of Japanese visitors to Canada.

JAPA 211-3
Intermediate Japanese 1 (4,0,0)

This course further develops communicative skills in speaking, listening, reading and writing and deals with language from a variety of different areas, registers and periods. This course makes extensive use of multimedia and computer programmes to facilitate and enhance learning.

If in doubt regarding placement, please consult with Modern Languages department (especially if you had no Japanese in the last two years or more).

Prerequisite: JAPA 121 or equivalent (recent Japanese 11 with C+ or more, Japanese 12 with C or less)

JAPA 221-3
Intermediate Japanese 2 (4,0,0)

A continuation of JAPA 211.

If in doubt regarding placement, please consult with Modern Languages department (especially if you had no Japanese in the last two years or more).

Prerequisite: JAPA 211 or equivalent (recent Japanese 12 with C or less)

Journalism

Although space for "non-journalism" students is limited, Arts and Science students may take Journalism courses for general elective credit.

JOUR 201-3
Studies in Journalism: Images of Journalism in Film (3,0,0)

This course examines significant trends and events within the journalism profession as depicted on film. The course examines the evolution of contemporary journalism by tracing cinematic perceptions of the profession since the 1930s.

Prerequisite: Open to all second-year students

JOUR 305-3
Introduction to the Media and Journalism in Canada (2,1,0)

This course is a critical introduction to the history and operation of the media in Canada, with emphasis on the development of journalism as part of many of these organizations' stock in trade. It is designed to familiarize students with basic media theory and the structure, history and general operations of the media institutions in Canada.

Prerequisite: Admission to the Program or permission of the Program Chair

JOUR 310-3
Newspaper Production Workshop 1 (2,0,2)

Through having students publish both an electronic and hard copy newspaper, this course builds on the skills and techniques developed in Journalism 320. Students will gain experience with story assignment and line-up, story and photo placement, ad placement, the roles of different editors and reporters, editing and layout. Generally, students will work in a newsroom environment and they will be involved in all facets of producing these papers.

Prerequisite: Entrance to the Journalism program or 60 credit hours and permission of the instructor.

JOUR 315-3
Media Issues 2: Scientific and Environmental Media Issues (2,1,0)

This course reviews some of the basic concepts and principles involved in reporting on scientific and environmental media issues. Through a series of case studies located at the local, regional, and national levels, it considers some of the problems faced by journalists in defining the dimensions of scientific and environmental issues and developing and assessing scientific evidence.

Prerequisite: 60 credit hours.

JOUR 320-3
Skills and Techniques of Journalism (2,2,2)(L)

This course focuses on developing the writing and editing skills involved in newspaper writing. It also familiarizes students with the problems of working for a newspaper – such as dealing with technical or controversial information under deadline pressure, the dangers of libel and other aspects of media law, and issues of ethics and personal responsibility.

Prerequisite: Admission to the Program or permission of the Program Chair

JOUR 321
Journalism Production Seminar 1 (0,1,0)

The Journalism Production Seminar provides students and faculty a venue to discuss program productions, specifically the online newspaper, *Digital Times* (JOUR 410), the print newspaper, *Newsbreak* (JOUR 320), and editing projects associated with JOUR 430. The seminar brings together students and faculty from the three courses, thus facilitating discussion, coordination of resources and copy flow. Working with their individual instructors, students will discuss and reflect upon the process of production coordination.

Prerequisite: Enrollment in JOUR 320, or JOUR 410, or JOUR 430

JOUR 322
Journalism Production Seminar 2 (0,1,0)

The second-semester Journalism Production Seminar provides students and faculty a venue to discuss program productions, specifically the online newspaper, *Digital Times* (JOUR 410), the print newspaper, *Newsbreak* (JOUR 320), and editing projects associated with JOUR 430. The seminar will build upon issues addressed in the first semester, bringing together students and faculty from the three courses, thus facilitating discussion, coordination of resources and copy flow. Working with their individual instructors, students will discuss and reflect upon the process of production coordination.

Prerequisite: Enrollment in JOUR 310, or JOUR 410, or JOUR 430

JOUR 340-3
National and International Media (2,1,0)

This course is concerned with the global geopolitics of news production, distribution and consumption. It focuses on international patterns of news flow and the "cultural" context of news production and consumption. It examines the relationships and dependencies that Canadian media have at the local, regional, national and international levels, and considers the escalating role that trade agreements are playing in the structure and character of media markets.

Prerequisite: Third year standing

JOUR 350-3
The News and Media Business (2,1,0)

This course helps prepare students for the job market through providing a detailed overview of the structure and operation of newspaper and other relevant media organizations. It covers a wide range of topics concerning media operations, such as the allocation of resources; different types of revenue; the imperatives of revenue generation; competition from other media; and advertising pricing, layout and copy.

Prerequisite: Third year standing

JOUR 360-3
Social Issues 1: Politics, Economics, and Geography Media Issues (2,1,0)

This course examines some contemporary Canadian political, economic, and geographic concepts and issues that are commonly encountered by journalists, and critically considers the ways in which they are represented in the media. It is designed to help students research, analyze, and write about complex issues, events, and controversies in these areas.

Prerequisite: Admission to the Program or permission of the Program Chair

JOUR 399-3
Journalism Internship Studies (0,3,0)

Journalism Internship Studies provides guided online support for those Journalism students engaged in 12-week internships. Working with an instructor via the Journalism Internship Web site, students will complete assignments designed to help support the internship experience.

Prerequisite: Students must have completed their first-year of the Journalism Program (30 credits)

JOUR 410-3
Online Journalism (2,2,0)

This course focuses on the production of an online newspaper. Students will refine their writing, reporting and editing skills by developing news and features for publication on the World Wide Web. They will acquire basic HTML language skills and become familiar with Web editing and design programs by producing the online newspaper and a personal Web page. Emerging issues in online journalism will be examined and discussed. Students will work on advanced applications in editing, layout and web publishing software.

Prerequisite: JOUR 320

JOUR 411-3
Issues in Journalism: A Case Studies Approach (2,2,0)

In this course, students learn about journalism decision-making by studying real-life incidents involving journalists on the job. The case-study method allows students to consider the complexity of the challenges facing journalists as they deal on a daily basis with questions involving ethics, reporting and interviewing techniques, sourcing, bias and objectivity, news cycles, societal and personal assumptions and changing technology – all while operating

under deadline in a competitive and often stressful environment. Students will also read and discuss critical assessments of journalism and analyze the performance of journalists today.

Prerequisite: Entry into the Journalism Program; third-year status

JOUR 420-3
Specialized Reporting (2,2,0)

Working in the context of the program's publications, students will explore and experiment with a number of different specialized types of writing, editing and reporting, such as investigative journalism, sports writing, entertainment and arts reporting, feature writing, business and finance reporting, and writing on labor, employment and First Nations issues. The exact nature of the material covered will vary with student interest and the availability of instruction.

Prerequisite: Admission to the Program or permission of the Program Chair

JOUR 430-3
Editing, Layout, and Graphics (2,2,0)

Working in the context of the program's publications, this course covers editing copy for length, grammar, punctuation, style, accuracy, taste and libel; writing cutlines and headlines; tabloid and broadsheet layout; choosing illustrations; creating maps and charts; and using common graphics software.

Prerequisite: JOUR 310 and JOUR 320 or permission of the instructor

JOUR 451-3
Photo-journalism (2,0,2)

This course, taught by Fine Arts, is an extension of the basic photo-journalism course (JOUR 330) and focusses on the history and techniques of photo-journalism.

Prerequisite: JOUR 330

JOUR 452-3
Research Methods (2,1,0)

This course reviews a variety of research methods and techniques commonly used by journalists and other media and communication professionals.

Prerequisite: Admission to the Program or permission of the Program Chair

JOUR 453-3
Corporate and Organizational Communications (2,2,0)

This course examines the theory and practice of organizational communications. It includes an overview of different models of organizational communication and management, a review of common problems and dilemmas in this field, and consideration of different types of internal publications.

Prerequisite: 60 credit hours

JOUR 454-3
Magazine Writing & Production (1,3,0)(1,3,0)

Working as a team, students will produce a community magazine.

Prerequisite: Admission to the Program or permission of the Program Chair

JOUR 455-3
Media and Public Relations (2,1,0)

This course develops some of the key skills and techniques used in the field of media and public relations such as: how to prepare and distribute press releases and media kits; how to arrange press conferences and media events; and "media coaching" organizational spokespersons.

Prerequisite: 60 credit hours.

JOUR 456-3
Media and Audiences (2,1,0)

This course examines different perspectives on the relationships between media and audiences in the contemporary cultural context. Of particular interest is the idea of popular culture and its relationships to consumerism, advertising, politics, and the news.

Prerequisite: 60 credit hours.

JOUR 457-3
Media and Communication Theory (2,1,0)

This course examines contemporary media and communciation theory. Of particular interest will be exploring relationships between this body of "theory" – that is, a means of thinking about or conceiving of media institutions and practices – and "praxis" – that is, undertaking social action informed by this theory. In this course, communication theory will be used to better understand and practice the "Arts and Entertainment" beat.

Prerequisite: 60 credit hours.

JOUR 458-3
Alternative Media (2,1,0)

This course examines the history and development of alternative media and alternative forms of media ownership. Some of the different kinds of media considered will be state or publicly owned media, not-for-private profit community media, advocacy media outlets, and electronic media forms such as 'zines.

Prerequisite: 60 credit hours.

JOUR 459-3
Labor and Employment Issues and Reporting (2,1,0)

An examination of the dimensions of writing and reporting on labor and employment issues.

Prerequisite: 60 credit hours.

JOUR 470-3
Media Law and Media Ethics (2,1,0)

This course provides an overview of the legal and ethical situations and circumstances that commonly confront journalists and other media professionals. Some of the topics covered will be libel, contempt of court, freedom of information and privacy legislation, copyright, confidentiality, protection of sources and the use of "off the record" remarks.

Prerequisite: Admission to the Program or permission of the Program Chair

JOUR 490-3

Special Topics in Journalism

JOUR 495-3
Directed Study (3,0,0)

The course is a directed study on a journalism related topic. Students work on their own, under the general supervision of a faculty member. Generally, there will be 1-3 students enrolled in the course. The instructor will provide the student(s) with a syllabus (program of study) and a set of assignments on the agreed upon material. The student(s) and the instructor will meet regularly throughout the semester to discuss the material and gauge student progress. Course topics must be approved by the Department Chair and the Dean.

Prerequisite: Entrance to the Journalism program

With the permission of the Program Chair, students may be allowed to undertake independent study in an area of special interest in the field of journalism.

Management

MNGT 252-3
Small Business Management (4,0,0)

Management principles and techniques that are adaptable to the smaller enterprise are reviewed and applied to specific projects by way of creating a completely written business plan. Students should be prepared with an idea for a business venture or with permission from an on-going venture as the subject for the business plan. Topics include: starting an enterprise, sourcing funds, record-keeping, marketing, financial analysis and controls, operations, external relations and human resource management.

Prerequisite: ACCT 100, ACCT 101, MKTG 150, ENGL 151. Admission to the Business Diploma or Horticulture Business Diploma program.

Note: Students may not receive credit for both BUAD 100 & MNGT 252.

Marketing

MKTG 150-3
Marketing (4,0,0)

This course covers the role of marketing in society and examines the role of marketing within the firm. Topics include forecasting market potential, planning, packaging, pricing, the market mix, development of channel systems, promotion, selling, gathering information, controlling marketing programs and international markets.

Prerequisite: Admission to the Business Diploma, Horticulture Business Diploma or Tourism Diploma programs.

MKTG 240-3
Retail Management (4,0,0)

This course provides a focus on customer service and develops an understanding of the 'people' elements within the retail sector. Topics include hiring, staffing, training and managing store personnel, developing a compensation system, managing the retail selling function and how to use customer service tools and techniques.

Prerequisite: MKTG 150

MKTG 251-3
Personal Selling (4,0,0)

The hallmark of personal selling, like that of law and medicine, is service to society, and like the lawyer or doctor the salesperson must undergo a period of apprenticeship. This course offers the essential elements of professional selling and the way to use them in a logical, meaningful and related manner. Topics include the selling system, development of the salesperson within the sales organization, personal selling in action. This course will place the accent on "how-to-sell" through role playing and simulated selling situations.

Prerequisite: MKTG 150

MKTG 252-3
Advertising (4,0,0)

This course exposes the student to the general principles and techniques of advertising. The creation of a complete advertising campaign for a student-selected client is the vehicle for applying the principles of advertising to the local marketplace.

Prerequisite: MKTG 150

MKTG 265-3
Retail Merchandising (4,0,0)

This course covers the activities that occur in businesses that offer goods and services for sale. It will emphasize the practical application of techniques which are suitable for large and small operations. Topics include: The retailers role in the marketing systems, retail today, research, store design, merchandise planning, pricing, merchandise control, personnel, promotion, display, advertising, customer service, and retail control.

Prerequisite: MKTG 150

MKTG 275-3
Consumer Retailing (4,0,0)

This course introduces the student to the influence that consumer behaviour has on marketing activities. Students will apply theoretical concepts to marketing strategies and decision making. Topics include consumer and market segments, environmental influences, individual determinants, decision processes, information research and evaluation. This is a practical course dealing with some of the problems faced in the market place.

Prerequisite: MKTG 150

Mathematics & Statistics

MATH 030
Fundamental Math

ABE – Fundamental: Math 030 is an entry-level math course which focuses on operations which involve whole numbers, fractions, decimal, percent and measurement. Problem solving is practiced in all topic areas.

Note: This course is taught by the College Preparation Department.

MATH 040-3
Basic Math Skills (6,0,0)

ABE – Intermediate: A course of basic math skills which include a review of whole numbers, decimals, fractions, and percentage. Additional topics include the metric system, geometry and introductory Algebra.

Note: This course is taught by the College Preparation Department.

MATH 050-3
Introduction to Algebra (6,0,0)

ABE – Advanced: An introduction to algebra which begins with a review of basic math skills and includes the topics of integers and rational numbers, solving and graphing linear equations and systems of linear equations, polynomials, factoring, radical expressions and an introduction to trigonometry. Other topics may also be covered.

Note: This course is taught by the College Preparation Department.

MATH 051-3
Algebra 2 (6,0,0)

ABE – Advanced: An advanced treatment of the topics covered in MATH 050 with the additional topics of quadratic equations, functions and graphs; rational and radical equations; inequalities and sets; and the trigonometric laws of sines and cosines.

Prerequisite: Minimum C standing in MATH 050 or Introductory Math 11

Note: This course is taught by the College Preparation Department.

MATH 060-3
Pre Calculus 1 (6,0,0)

ABE – Provincial: This course is designed to give students the necessary background to study Calculus. Topics include a review of intermediate algebra, introduction to functions, a study of linear, quadratic, logarithmic and trigonometric functions. Together with MATH 061 fulfills ABE – Provincial Level (Grade 12 equivalency) requirements.

Prerequisite: Minimum C standing in MATH 051 or Principles of Math 11

Note: This course is taught by the College Preparation Department.

Note: See transfer guide for transferability to other institutions.

MATH 061-3
Pre Calculus 2 (6,0,0)

ABE – Provincial: Builds on topics covered in MATH 060. Also includes complex numbers, arithmetic and geometric sequences and series and an introduction to calculus. Together with MATH 060, fulfills ABE Provincial Level (Grade 12 equivalency) requirements.

Prerequisite: Minimum C standing in MATH 060 or MATH 100

Note: This course is taught by the College Preparation Department.

MATH 100-3
Pre-Calculus (5,0,0)

This course is designed to prepare students for calculus. Topics include functional notation, polynomial and rational functions, exponential and logarithm functions, trigonometric functions, and an introduction to the derivative.

Prerequisite: Principles of Math 12, or Math 061, or B or better in Math 060.

MATH 108-3
Applied Mathematics for Electronics Technology 1 (4,1,0)

MATH 108 is a pre-calculus course required by all students intending to enroll in the Electronics Technology Link program. This course provides the necessary mathematical tools for the Electronics Technology Link program and lays a foundation for calculus, the succeeding mathematics course in the ETL program. Major topics will include a review of basic algebra and analytic geometry, systems of linear equations, matrices and determinants, trigonometric functions and identities, complex numbers, vectors, phasors, exponential and logarithmic functions, and a brief introduction to the derivative. Applications to electronics are emphasized.

Prerequisite: Principles of Math 12 or Math 061, with a minimum grade of C+, and enrolment in an Electronics Technician diploma program, or permission of the Electronics Department head

MATH 110-3

Finite Mathematics with Applications 1 (3,1,0)

Intended primarily for Liberal Arts or Education students, MATH 110 is not acceptable for credit in Science. The past twenty years have seen an explosive growth in the scope of mathematics so much that many of the Social Sciences are employing mathematics as a powerful research tool. This course is designed to expose students to the areas of mathematics that they are likely to require in future studies. Topics to be covered include: counting, probability, matrices, linear programming, and Markov chains or difference equations.

Prerequisite: C standing in Principles of Math 11, Applications of Math 12 or Math 051, or equivalent.

MATH 113-3

Enriched Calculus 1 (3,1,0)

This course covers single-variable differential calculus and its applications in more depth than MATH 114, to provide a strong foundation for further study in mathematical disciplines. It is a required course for students in the engineering transfer program.

Prerequisite: A in Principles of Math 12, or Admission to Engineering Program

MATH 114-3

Calculus 1 (3,1,0) or (5,0,0)

This course covers differential calculus for functions of one variable, with applications emphasizing the physical sciences. Topics include calculation and interpretation of limits and derivatives; curve sketching; optimization and related-rate problems; Newton's method. The Computer Algebra System "Maple" is introduced as a tool for calculus.

Prerequisite: At least C+ in Principles of Math 12 or MATH 100 within the last two years or at least B- in MATH 061 within the last two years. In exceptional cases, for example, where a student has transferred from another educational system or has been out of school for several years, entry into MATH 114 may be permitted based on a placement test administered (for these exceptional cases only) by the Department of Mathematics and Statistics during the first week of classes.

Note: Students who have never studied calculus before, or who barely satisfy the course prerequisites, are advised to register in a section vectored (5,0,0).

MATH 115-3

Calculus for the Biological Sciences 1 (3,1,0) or (5,0,0)

This course covers differential calculus for functions of one variable, with applications emphasizing the biological sciences. Topics include calculation and interpretation of limits and derivatives; curve sketching; optimization problems.

Prerequisite: At least C+ in Principles of Math 12 or MATH 100 within the last two years or at least B- in MATH 061 within the last two years. In exceptional cases, for example, where a student has transferred from another educational system or has been out of school for several years, entry into MATH 115 may be permitted based on a placement test administered (for these exceptional cases only) by the Department of Mathematics and Statistics during the first week of classes.

Note: Students who already have credit for MATH 114 may not take MATH 115 for further credit. Students planning to take second year Mathematics courses are encouraged to enroll in MATH 114 and MATH 124 or MATH 113 and MATH 123.

MATH 120-3

Introduction to Statistics (3,1,0)

This course is designed for non-science students who require a course in basic statistics. Topics include descriptive statistics, random variables, Binomial and Normal distributions, large and small samples, linear regression and correlation, Chi-Square test.

Prerequisite: C standing in Principles of Math 11, Applications of Math 12, or MATH 051 or equivalent. MATH 110 is recommended.

Note: Students may normally receive credit for only one of the following: BIOL 300, BUEC 232, MATH 120, PSYC 210, SOCI 371, STAT 200

MATH 123-3

Enriched Calculus 2 (3,1,0)

This course covers single-variable integral calculus and its applications in more depth than MATH 124, to provide a strong foundation for further study in mathematical disciplines. It is a required course for students in the engineering transfer program.

Prerequisite: MATH 113.

MATH 124-3

Calculus 2 (3,1,0) or (5,0,0)

This course covers integral calculus for functions of one variable, with applications emphasizing the physical sciences. Topics include Riemann sums; definite and indefinite integrals; techniques of integration; improper integrals; applications to area, volume, arclength, probability, physics; separable differential equations; series.

Prerequisite: MATH 114, or MATH 113, or MATH 115

Note: Students who already have credit for MATH 125 may not take MATH 124 for further credit. Students planning to take second year Mathematics courses are encouraged to enroll in MATH 114 and MATH 124 or MATH 113 and MATH 123.

MATH 125-3

Calculus for the Biological Sciences 2 (3,1,0) or (5,0,0)

This course covers integral calculus for functions of one variable, with applications emphasizing the biological sciences. Topics include Riemann sums; definite and indefinite integrals, and area; techniques of integration; improper integrals; first-order differential equations and slope fields.

Prerequisite: MATH 113, or MATH 114, or MATH 115.

Note: Students who already have credit for MATH 124 may not take MATH 125 for further credit. Students planning to take second year Mathematics courses are encouraged to enroll in MATH 114 and MATH 124 or MATH 113 and MATH 123.

MATH 130-3

Linear Algebra for Engineers (3,1,0)

This course is designed for students enroled in the first year Engineering Transfer Program and covers vectors in R2 and R3, linear transformations, matrices and elimination, eigen values and eigen vectors and their application to Engineering problems. A computer lab component will be used to explore applications.

Prerequisite: MATH 113 or MATH 114 and admission to the Engineering program.

Corequisites: MATH 123 or MATH 124.

MATH 140-3

Mathematics for Business and Economics 1 (3,1,0)

This course is intended for Business and Economics students. Topics include the derivative, transcendental functions, curve sketching, optimization in business and economics, multivariate functions, partial derivatives, Lagrange multipliers, Newton's method and error estimates, and applications of all topics.

Prerequisite: Principles of Math 12 or MATH 061 or MATH 100

Note: Credit will be given for only one of MATH 140, MATH 113, MATH 114 or MATH 115

MATH 141-3

Mathematics for Business and Economics 2 (3,1,0)

This course is intended for Business and Economics students and is a continuation of MATH 140. Topics include mathematics of finance (including simple interest, compound interest, discounting, annuities, mortgages, loans, bond price and yield, stock valuation techniques), integration and techniques of integration, fundamental theorem of Calculus, areas under curves, difference equations, differential equations, improper integrals, and applications of all topics.

Prerequisite: MATH 140 or equivalent

Note: Credit will be given for only one of MATH 141 or 124 or 125

MATH 142-3
Mathematics for Visual Arts (3,1,0)

This course will study mathematical concepts and techniques useful in a visual arts context. Topics will include real numbers, ratios, geometry, and perspective.

Prerequisite: Principles of Math 11 or Applications of Math 11 or equivalent.

MATH 154
Technical Mathematics 1 (3,1,0)

Topics covered will include trigonometry, introduction to two- and three-dimensional vectors, functions and graphs, solving linear and quadratic equations, systems of linear equations, matrices, coordinate geometry, areas and volumes of standard geometric shapes, and problem solving.

Prerequisite: Admission to the Engineering Design and Drafting Technology program.

MATH 157-3
Technical Mathematics and Statistics (3,0,0)

This one-semester course in basic technical mathematics and statistics is designed for students in Animal Health Technology. Topics include: proportion and variation, exponential and logarithmic functions, organization and presentation of data, measures of location and variation of data, estimation, prediction, and problem solving using a computer.

Prerequisite: Admission to the Animal Health Technology program.

MATH 164
Technical Mathematics 2 (3,1,0)

A study of elementary functions and their derivatives. Techniques of differentiation with applications to curve sketching, extreme value problems and related rates, definite and indefinite integrals, techniques of integration with applications to area, volume and length of curve.

Prerequisite: Admission to the Engineering Design and Drafting Technology program.

MATH 190-3
Principles of Mathematics for Teachers (3,0,1)

Mathematical ideas involved in number systems and geometry in the elementary school curriculum. Whole number, fractional number, and rational number systems, plane geometry, solid geometry, metric geometry, and motion geometry.

Prerequisite: None

MATH 211-3
Calculus 3 (3,1,0)

Vector geometry, vector valued functions, functions of several variables, directional derivative and gradient, Lagrange multipliers, double and triple integrals.

Prerequisite: MATH 114/124 or MATH 115/125 or MATH 113/123 or equivalent.

Corequisite: MATH 212 recommended

MATH 212-3
Linear Algebra (3,1,0)

Vector spaces, bases, dimension, geometry of n-dimensional space, linear transformations, systems of linear equations.

Prerequisite: MATH 114/124 or MATH 115/125 or MATH 113/123 or equivalent.

MATH 220-3
Introduction to Analysis (3,1,0)

Discussion of some basic concepts of calculus such as properties of the real numbers, countability, limits, continuity, sequences, series and proofs of some theorems used but not proved in MATH 114 and 124.

Prerequisite: MATH 124 or equivalent

MATH 222-3
Discrete Mathematics (3,1,0)

An introduction to discrete mathematical structures with applications, this course is intended for Computer Science majors, but is not restricted to them. Sets, propositions, permutations, combinations, relations, functions, graphs, paths, circuits, trees, recurrence relations, Boolean Maths.

Prerequisite: MATH 114 and COMP 113, or equivalent

Note: This course is the same as COMP 220 - Introduction to Discrete Structures

MATH 224-3
Differential Equations 1 (3,1,0)

First-order equations; second order linear equations; first order linear systems; trajectory analysis of plane nonlinear systems. Applications of these topics will be emphasized.

Prerequisite: MATH 211 and MATH 212.

Note: Most 3rd and 4th year math and statistics courses are offered in alternate years.

MATH 300-3
Introduction To Complex Variables (3,1,0)

Functions of a complex variable, Cauchy-Reimann Equations, elementary functions, Cauchy's Theorem and contour integration, Laurent Series, poles, residues.

Prerequisite: MATH 317 (may be taken concurrently), MATH 220 is strongly recommended

MATH 302-3
Introduction to Probability (3,1,0)

Basic notions of probability, random variables, expectation, and conditional expectation limit theorems.

Prerequisite: MATH 211

MATH 303-3
Introduction to Stochastic Processes (3,1,0)

Discrete-time Markov chains, Poisson processes, continuous time Markov chains, renewal theory.

Prerequisite: MATH 302

MATH 307-3
Applied Linear Algebra (3,1,0)

Dependence\independence, bases and orthogonality; linear transformations from Rn to Rm; change of basis; triangularization; quadratic forms in n variables.
Prerequisite: MATH 212

MATH 308-3
Geometry (3,1,0)

Euclid's axioms, Euclidean constructive geometry; real affine and projective planes, elementary transformations.
Prerequisite: MATH 212

MATH 312-3
Introduction to Number Theory (3,1,0)

Euclidean algorithm, congruences, Fermat's theorem, applications. Some diophantine equations, quadratic residues and quadratic reciprocity.
Prerequisite: MATH 212

MATH 316-3
Elementary Differential Equations 2 (3,1,0)

Laplace transform; power series methods (ordinary and regular singular points, Bessel's equation); boundary value problems and separation of variables (Fourier series and other orthogonal series), applications to the vibrating string, heat flow, the vibrating membrane, etc.
Prerequisite: MATH 224

Note: This course is the same as PHYS 312.

MATH 317-3
Calculus 4 (3,1,0)

Vector fields; line integrals; conservative fields and path independence; Green's theorem; surface integrals; Stokes' theorem; divergence theorem; applications.

Prerequisite: MATH 211 or equivalent

MATH 320-3
Real Variables 1 (3,1,0)

The Real Number System; Real Euclidean N-space; open, closed, compact, and connected sets; Bolzano-Weierstrass theorem; sequences and series. Continuity and uniform continuity. Differentiability and mean-value theorems.

Prerequisite: MATH 317, B- or better in MATH 220

MATH 322-3
Fundamental Concepts of Algebra 1 (3,1,0)

Introduction to groups, homomorphisms, group actions, direct products.

Prerequisite: MATH 307

MATH 340-3
Introduction to Linear Programming (3,1,0)

Linear programming problems, dual problems, the simplex algorithm, solution of the primal and dual problems, some special linear programming problems such as transportation, network flows, game theory, etc.

Prerequisite: MATH 212

MATH 351-3
Problem Solving in Applied Mathematics (3,1,0)

This course will provide learners with a systematic approach to problem solving. The student will use a variety of analytical techniques to solve problems drawn from various disciplines. The course is of interest to students in any program where numerical problems may occur.

Prerequisite: C or better in any 100 level Mathematics or Statistics course with the exceptions of Math 100 and Math 190

MATH 365-3
Numerical Analysis (3,1,0)

This course introduces standard numerical methods, including algorithms for solving algebraic equations (linear and nonlinear, single equations and systems) and for polynomial approximation and interpolation.

Prerequisite: MATH 211, MATH 212

Note: Students who already have credit for COMP 332 may not take MATH 365 for further credit

MATH 441-3
Modelling of Discrete Optimization Problems (3,1,0)

Phrasing of real world optimization problems so they may be tackled by standard techniques such as: linear programming, network flows, dynamic programming, difference equations. Post optimality analysis. Possible additional techniques: game theory, Markov chains, matchings, graph colourings, dimensional analysis.

Prerequisite: MATH 340

MATH 442-3
Optimization in Graphs and Networks (3,1,0)

Basic graph theory, tree growing algorithms, and proof techniques. Problems chosen from: shortest paths, maximum flows, minimum cost flows, matchings, graph colouring.

Prerequisite: MATH 340

MATH 443-3
Introduction to Graph Theory (4,0,0)

An introductory course in mostly non-algorithmic topics including Connectivity, Eulerian graphs, Hamiltonian graphs, planarity and Kuratowski's Theorem, matchings, graph colouring, extremal graphs and applications of graphs.

Prerequisite: MATH 222 or at least 12 credits of Mathematics courses numbered 200 or above (which can be taken concurrently)

Note: Listed below are the introductory courses in statistics currently offered at UCC. Students may normally obtain credit for only one course in this list: BIOL 300, BUEC 232, MATH 120, PSYC 210, SOCI 371, STAT 200.

Students changing programmes will normally be exempted from taking another introductory statistics course if they already have credit for one of the above. The new programme may require such students to learn some selected topics not covered in the specific statistics course already taken. XE "Statistics Courses"

STAT 200-3
Introduction to Statistics (3,1,0)

This course is designed for science or forestry students who require an introduction to probability and statistical reasoning. Topics include descriptive statistics, probability and probability distribution, and basic ideas and techniques in sampling and statistical inference. Applications in science and forestry are emphasized.

Prerequisite: MATH 114 or equivalent first semester of calculus.

Note: Students may normally receive credit for only one of the following: BIOL 300, BUEC 232, MATH 120, PSYC 210, SOCI 371, STAT 200

STAT 241-3
Applied Statistics (3,1,0)

The course is designed for students who have already completed an introductory statistics course and desire exposure to further commonly-used statistical techniques. Topics include analysis of variance, multiple regression, goodness of fit, non-parametric techniques, quality control, and decision theory.

Prerequisite: STAT 200 or MATH 120 or equivalent.

STAT 305-3
Introduction to Statistical Inference (3,1,0)

Review of probability theory. Sampling distributions. Theory, large sample theory and methods of estimation and hypothesis testing, including maximum likelihood estimation, likelihood ratio testing and confidence interval construction.

Prerequisite: STAT 200 and MATH 302

STAT 306-3
Applied Regression Analysis (3,1,0)

Theory and application of regression analysis including residual analysis, diagnostics, transformations, model selection and checking, weighted least squares and nonlinear models. Additional topics may include inverse, robust, ridge and logistic regression.

Prerequisite: MATH 212, STAT 200

STAT 404-3
Analysis of Variance (3,1,0)

Theory and application of the analysis of variance for standard experimental designs. Single factor designs, fixed and random effects, block designs, hierarchical designs, multiple comparisons, Cochran's Theorem, factorial designs, mixed models, general rules for the analysis of balanced designs, analysis of covariance.

Prerequisite: STAT 306

Mental Health

MENT 451-3
Assessment and Therapeutic Modalities 1 (3,0,0)

This interdisciplinary course will provide an overview of foundational concepts that shape mental health practice. Learners will examine historical influences in mental health, theoretical perspectives, and classification systems of mental disorders. The course will also focus on the biological basis of mental illness, and various therapeutic modalities including psychological, social, and pharmacological approaches. The foundational concepts are integrated into an examination of the

assessment and care of clients experiencing psychotic and cognitive disorders (including schizophrenia, dementia, and delirium).

MENT 452-3
Therapeutic Modalities 2 (3,0,0)

This interdisciplinary course integrates knowledge from MENT 451 and applies it to specific mental health challenges. The focus is on the assessment and care of clients experiencing personality, mood and anxiety disorders. The care of clients with dual diagnosis and chemical dependency issues is also explored.

MENT 453-3
Group and Counselling Skills (3,0,0)

The focus of this course is to develop competent skills in both group and counselling processes for practical application in the mental health field. Several counselling approaches such as cognitive, behavioural, existential and brief therapy models are presented. Students will be encouraged to examine their values and life experiences influencing their practice with clients and families. The use of groups, development phases, group process and techniques are presented as well as family facilitation/therapy skills. A variety of other related concepts are discussed, such as case management models, implications in therapeutic counselling, influence of the counsellor, stress in the mental health profession, and ethical issues related to suicide.

MENT 454-3
Mental Health Perspectives (3,0,0)

This course will address an interesting array of mental health perspectives, including research, policy and ethics. The research section will review various research approaches, data analysis and the skill of putting evidence into practice. The second section will address legal acts which guide care, such as the Mental Health Act, care models in psychiatry, and policies/standards that influence care. The third section will discuss ethical and sociological influences related to mental health concerns, such as the influence of gender, poverty, the use of alternative health care, and spiritual/cultural influences. The course will also address First Nations' mental health perspectives.

Medical Laboratory Assistant

MLAP 111
Anatomy, Physiology and Medical Terminology

In this course the focus is on developing knowledge and comprehension in basic anatomy and physiology, medical terminology, laboratory measurement units and basic cardiology. The emphasis is on medical terminology.

MLAP 121
Professional and Safety Issues

The main objectives of this course are to clarify the medical laboratory assistant's role in health care, to promote the need for professionalism and to present a positive attitude towards safety in the workplace.

MLAP 131
Laboratory Procedures and Protocols

This course focuses on specific laboratory procedures and protocols. Topics include specimen collection, specimen handling and distribution, culture media preparation and office and billing procedures.

MLAP 141
Evaluation of Competencies

Specific technical and non-technical aspects of the MLA's work is evaluated, according to criteria and curriculum supplied by BCSMT. The evaluation will normally be conducted by a medical laboratory technologist in a supervisory position at the clinical facility in which the MLA is employed.

Microbiology

MICR 158-3
Veterinary Microbiology 1 (2,0,2)(L)

An introduction to veterinary microbiology. Topics include microbial anatomy and physiology, culture media, antimicrobial susceptibility testing, sterilization and disinfection, mycology and virology.

Prerequisite: Admission to the Animal Health Technology program.

MICR 168-2
Veterinary Microbiology 2 (0,1,3)(L)

The theory and application of laboratory methods

Prerequisite: MICR 158. Admission to the Animal Health Technology program.

For other courses in Microbiology see the Biology section.

Music

MUSI 100-3
Introduction to the Theory of Music 1 (3,0,0)

This course will provide the non-music student with an introduction to basic concepts of music theory. Rudiments of rhythm and pitch will be studied through written and aural work. Notation and basic keyboard techniques are also included.

Prerequisite: None

MUSI 101-3
Introduction to the Theory of Music 2 (3,0,0)

This course is a continuation of MUSI 100. Students will be introduced to further concepts of rhythm and pitch with the addition of harmony, form, transposition and score study. Students will continue to develop keyboard techniques.

Prerequisite: MUSI 100

MUSI 115-3
Music Appreciation 1 (3,0,0)

This introductory course is designed to develop the listening skills of students with little or no music background. As the student becomes aware of the basic elements of music, understanding and appreciation of musical styles is enhanced through a chronological survey beginning with Early Music and ending with 18th Century Classicism. Students will be required to do assigned library listening as well as to write reviews of symphony and chamber music concerts.

Prerequisite: None

MUSI 125-3
Music Appreciation 2 (3,0,0)

As a continuation of Music 115, students will further develop their listening skills by examining the musical styles of the 19th and 20th centuries. Students will be required to do assigned library listening as well as to write reviews on symphony and chamber music concerts.

Prerequisite: MUSI 115

MUSI 170-3
Chorus 1 (0,4,0)

Weekly rehearsals of chorus repertoire will provide students with vocal and part-singing techniques, large ensemble skills, note-reading skills, and pronunciation of various language texts. Students will be graded on musical proficiency, efficient use of rehearsal time and ability to follow the conductor. There will be aural examinations and a class performance.

Prerequisite: Voice placement interview with instructor on the first day of class. Basic note-reading skills recommended.

MUSI 180-3
Chorus 2 (0,4,0)

This continuation of MUSI 170 will continue in the study of choral techniques culminating with a year-end public performance. Students will

be graded on musical proficiency, efficient use of rehearsal time and ability to follow the conductor. There will be aural examinations.

Prerequisite: MUSI 170 or audition.

Natural Resource Science

All NRSC and FRST courses are open to non-program students if space is available and with the written permission of the program coordinator.

Students who do not have specific prerequisites for a course they wish to take, but believe they have equivalent knowledge, may seek permission to enrol from the course instructor.

AGSC 210-3
Introduction to Food Production Systems (3,2,0)

This course is a study of the fundamental concepts and principles of food production systems. The course will survey a range of agricultural systems using global, North American, Canadian, and B.C. examples. Students will learn how agriculture interacts with natural ecosystems and other land uses. Required field trips are an integral part of the course, and some weekend trips are mandatory.

AGSC 220-4
Food Systems at a Local Level and Beyond (6,0,0)

An introductory course to agriculture and food systems focusing on the local level but including information on global systems. Discussions will focus on local food production, food security and food policy, ethics, using a systems approach, commercialization, and globalization. A Problem Based Learning format will be used to help students to develop critical thinking, problem solving, communication, and conflict resolution skills.

NRSC 223-4
Geographic Information Systems (2,3,3)(L)

This course is an introduction to basic concepts and applications of geographic information systems. The major topics are: spatial analysis systems; applications of GIS on microcomputers to natural resource systems; spatial data entry; data compilation; and map output. Same as GEOG 275.

Prerequisite: P.C. computer skills.

NRSC 300-3
Evolution and Ecology of the Vertebrates (3,0,3) (L)

This course provides an introduction to vertebrate biology for students in the natural resource field. The course has three main themes: animal ecology, comparative anatomy, and the systematics and identification of amphibians, reptiles, birds and mammals. Lectures address the evolutionary ecology of these groups, including the adaptive significance of morphological, physiological and behavioural traits. Key concepts of vertebrate ecology are introduced, such as predator-prey theory, optimal foraging strategy, reproductive success, dispersal, metapopulation theory, and wildlife management. Basic vertebrate anatomy and functional morphology also are covered. Laboratory work involves anatomical dissections and the taxonomic identification of terrestrial vertebrates, particularly those species found in British Columbia.

Prerequisite: 3rd or 4th year standing in the Natural Resource Science program.

Corequisite: BIOL 303

Note: Students who have taken BIOL 225 and/or BIOL 427 cannot receive credit for this course.

NRSC 311-3
Range Ecology (3,0,2)(L)

An introduction to range ecology principles with the focus on BC rangeland systems. Lectures will cover rangeland physical characteristics, rangeland ecosystems, succession, range condition concepts, plant physiology, life history patterns, and rangeland plant communities. Lab will focus on range plant identification. Some field data collection will be required.

Prerequisite: FRST 210/220, FRST 200.

NRSC 317-3
Ichthyology (3,0,3)(L)

The systematics, anatomy, physiology, life history and ecology of freshwater and marine fishes. Students will learn to identify local freshwater fishes, as well as representative fish orders from around the world. Same as BIOL 329.

Prerequisite: FRST 210 or BIOL 302

Corequisite: BIOL 303

NRSC 320-3
Silviculture (3,0,2)(L)

This course emphasizes silvicultural concepts and principles as they apply to forest stand and landscape level management. Specific topics will include principles of forest tree improvement; seed handling; nursery practices and artificial regeneration; natural regeneration and stand tending practices (thinning, pruning, vegetation management, fertilization and site preparation. As well, different silviculture systems will be discussed in relation to economics, wildlife, biodiversity, and sustainability. The laboratories are designed as both filed exercises and indoor laboratory sections (including computer modelling). There will also be several field trips dealing with forest nursery operations, woodlot management, and forest operations.

Prerequisite: FRST 200, FRST 210, 211, 220

NRSC 321-3
Range Management (3,2,0)

A course on applied range ecology and range management planning. Lectures will cover such areas as range history, range inventory and monitoring, animal management, stocking rates, animal distribution, grazing systems, cultivated forages, range improvements and developments, integrated use, legislation, and current grassland issues. Course material will be used to develop a range management plan.

Prerequisite: NRSC 311

Corequisite: NRSC 325

NRSC 322-3
Wildlife Management (3,0,2)

This course emphasizes the use of ecological theory and principles as a guide for wildlife management strategies for game harvest, habitat and species at risk, the conservation of biodiversity, and a better understanding of predator-prey relationships. Lectures will cover areas such as the history of wildlife management, preservation versus conservation biology, population biology, risks of extinction, and the philosophy behind different management practices. In the seminars, students take part in group discussions on current topics and literature in the filed of wildlife management. Although this is not a course in field techniques students become exposed to useful methods such as biotelemetry, mark-recapture studies, immobilization, statistical analyses, and mathematical modelling.

Prerequisite: BIOL 300 and BIOL 303 for all students; BNRS students must have taken NRSC 300; B.Sc. students must have taken at least one of BIOL 225, BIOL 302, or BIOL 427

Corequisites: NRSC 325 for students in the BNRS program

NRSC 325-3
Natural Resource Field Studies (0,1,8)(0,1,0)(L)

This course provides students in the BNRS program with hands-on experience in the field, on a variety of topics pertinent to natural resource management. Under the rotating supervision of different faculty members, students conduct field surveys or visit sites where management activities are underway. The exercises include GIS and vegetation mapping, soil analyses, range management, and fisheries and wildlife work. Some field exercises require data analysis and written reports. Participation and completion of all field trips and subsequent reports are required. This course also serves the purpose of providing pertinent field trips for other concurrent fourth-year courses in the BNRS program. Some weekend field work is required.

Prerequisite: NRSC 223, NRSC 413, BIOL 300 and fourth year standing in the BNRS program.

Corequisites: NRSC 321/322

NRSC 326-3
Limnology (3,0,3)(L)

Theoretical and applied aspects of limnology. Consideration of the ecology of inland water organisms in relation to physical, chemical and biological factors affecting their interactions and production. One weekend field trip required. Same as BIOL 402.

Prerequisite: FRST 210 or BIOL 302, BIOL 300.

NRSC 402-3
Natural Resource Entomology (2,0,2)(L)

Environmental and economic role of insects in forest ecosystems; identification and basic biology of major groups of forest insects; behavioural ecology and population dynamics of major insect pests; introduction to chemical ecology of insects; forest health and beneficial/pest insect balance; introduction to management strategies for major forest insect pests and implications in context of the Forest Practices Code.

Prerequisite: BIOL 303, FRST 210/220

Corequisite: NRSC 320

NRSC 403-3
Natural Resource Pathology (2,0,2)(L)

Pathology deals with the biology (anatomy, morphology, physiology, lifecycles), ecology, identification, and management of diseases. This course will emphasize the common tree diseases of western North American forests, British Columbia in particular. The course will include information on diseases of ornamental trees and common pathogens of animals.

Prerequisite: BIOL 303, FRST 210/220

Corequisite: NRSC 320/402/413

NRSC 410-3
Fisheries Management (3,2,0)

Topics will include methods of quantitative stock assessment, fisheries regulations, habitat restoration, stocking and government policy. Students will use microcomputers to model recruitment, mortality and yield of various fisheries.

Prerequisite: BIOL 303, FRST 210 or BIOL 302, NRSC 317/326

Corequisites: NRSC 325

NRSC 411-3
Watershed Management (3,2,0)

An introduction to the basic principles of wildland hydrology and watershed management. The role of climate, physiography and vegetation in watershed function. The effects of land use on streamflow quantity, timing and water quality. Techniques used in monitoring, and assessing the impacts of land management on the water resource.

Prerequisite: FRST 200/210/220

NRSC 413-3
Fire Ecology and Management (3,2,0)

This course is designed to provide the student with a solid understanding of the importance of fire to ecosystems, communities, species, and human society. The first part of the course will be devoted to understanding what fire is, and how it interacts with the abiotic and biotic environment. In the second part of the course, the focus will shift to the importance of fire in a historical, social and political context. Time also will be devoted to understanding the theory, principles, tools, and organization of fire management, particularly as it applies to British Columbia and other regions of Canada. The basic and foremost goal of this course is to increase the student's awareness of the role of fire in ecosystems.

Prerequisite: Year 4 standing in the BNRS program.

NRSC 421-3
Conflict Resolution in the Natural Resources (2,2,0)

An exploration of the principles of conflict and conflict resolution as they are used and applied, with focus in the area of natural resource management. Topics include what conflict is, how it arises, and how consensus is achieved by facilitation, interest-based negotiation and/or mediation. Emphasis is placed on moving beyond simple problem-solving to the actual resolution of underlying conflicts and issues, such as shifting from positional to interest-based arguments. Reviews of past, current and emerging conflicts in the natural resource sector also are incorporated into the course. Considerable time is devoted to role-playing exercises, during which students learn from one another as they enact mock conflict situations.

Prerequisite: Fourth year standing in the BNRS program

Corequisite: NRSC 411

NRSC 423-3
Graduating Essay (1,0,0)(2,0,0)

An essay or technical report completed under the direction of a faculty member. The essay can be a technical review and description of a scientific study or a detailed literature review of a selected subject area appropriate for the BNRS degree program. With permission of the Department one year prior to enroling in the course, students may use data from personal research. Students will be required to make an oral presentation summarizing the essay.

Prerequisite: Final year in the BNRS program

NRSC 425-6
Field School in Tropical Forestry, Nurseries, Soils and Natural Resources (3,3,30)(L)

This field course serves to accommodate trips from one to six weeks long and may occur within or outside of Canada. Topics covered will depend on the destination, but may include an examination of the biology, ecology, management, or cultural aspects of natural resources.

Prerequisite: Year 3 standing in the BNRS program or equivalent standing from another institution.

NRSC 498-2
Honours Seminar (0,2*,0)(0,2*,0)

This course serves to provide honours students with constructive criticism of their thesis research project. It also allows students to explore and discuss topics of particular relevance to the field of natural resource science. The seminars consist of readings, group discussions, and alternating seminar presentations by students and interested faculty. Students register in this course in both the Fall and Winter terms of their last academic year of study.

Prerequisite: 4th year standing in the BNRS Honours program

Corequisites: NRSC 499

*** Denotes seminars run alternate weeks**

NRSC 499-6
Honours Thesis

This course requires an original research project conducted by students in the Honours Program of the Bachelor of Natural Resource Science (BNRS) degree. It is completed under the direction of a faculty member in the Department of Natural Resource Sciences, or a scientist from outside the department. Students accepted into the BNRS Honours Program register in this course in both the Fall and Winter semesters of their final academic year.

Prerequisite: 4th year standing in the BNRS Honours program

Corequisites: NRSC 498

Nursing

Curriculum is currently undergoing revisions and changes are expected in relation to course offering.

NURS 115-3
Health 1: Health Styles (0,3,0)

The major emphasis of the course is on the personal meaning of health, related health assessment, and health maintenance and prevention. Participants examine significant theoretical and conceptual frameworks of health in relation to self. By reflecting on personal experiences, participants not only have an opportunity to identify personal resources, and challenges that impact health, but to also recognize the complexity of the change process as related to health-promoting behaviour.

Prerequisite: Acceptance into Year one of the BSN program

Corequisites: NURS 116, 118

NURS 116-3
Professional Growth 1: Nurses' Work (0,3,0)

This course provides an introduction to the profession of nursing. The philosophical foundations and the foundational concepts of the nursing program are explored. The history of nursing, including a gendered analysis of the profession, is examined. The role of the nurse in the health

care system is emphasized as is the relationship between theory, practice, and research. Participants are introduced to the process of critical thinking, critical reflection, and critical writing.

Prerequisite: Acceptance into Year one of the BSN program

Corequisites: NURS 115, 118

NURS 117-3
Self and Others 1: Self Awareness (0,3,0)

This course focuses on the learner's personal discovery of self and self in relation to others. Through interaction and reflection, emphasis is placed on understanding how personal beliefs, values, experiences, and perceptions have shaped self over time, and relate to and impact on our caring experiences with self and others (individuals, families and groups).

Prerequisite: Acceptance into Year 1 of the BSN program or by special arrangement with instructor

NURS 118-3
Nursing Practice 1 (0,0,7P)(L)

This course provides an introduction to nursing practice with opportunities to learn basic nursing and assessment skills in the context of health promotion. Participants have opportunities to experience nurses' work in a variety of settings. In addition, participants are introduced to the concept of family in relationship to nursing and health promotion.

Prerequisite: Acceptance into Year one BSN program

Corequisite: Be currently enrolled in NURS 116, NURS 117 and NURS 115 or have previous credit for NURS 115, NURS 116 and NURS 117

NURS 125-3
Health 2: Facilitating Health and Healing in Families (0,3,0)

This course focuses on family theory and families' experiences with chronic health challenges, including rehabilitation. Participants engage with individuals and a family to understand the family's personal meaning of health, healing, and health promotion in relation to chronic health challenges.

Prerequisite: BIOL 159, NURS 115, 116, 117, 118

Corequisite: NURS 128

NURS 127-3
Self and Others 2: Creating Health-Promoting Relationships (0,3,0)

The major emphasis of this course is relational practice with individuals, families, and groups from diverse backgrounds of age, culture, and experience. This is an experiential course designed to deepen the participant's understanding of caring and how the connection between caring and relationship provide the context for health and healing. Participants explore theories and processes of caring, relational identity development of self as nurse, and relational practice as enacted across a range of settings and contexts.

Prerequisite: NURS 117

NURS 128-4
Nursing Practice 2 (0,3,10P)

This nursing practice experience provides opportunities for participants to develop caring relationships with individuals and families experiencing chronic health challenges. Through praxis, participants reflect upon the complexities of caring for families with chronic health challenges and develop sensitivity toward the experience of health as viewed through the individual's/family's perspective. Participants work with families and individuals in the home and community, in agencies and in care facilities.

Prerequisite: BIOL 159, NURS 115, 116, 117, 118

Corequisites: NURS 125, 127

NURS 138-2
Consolidate Practice Experience 1 (0,0,18P) (4 weeks)

In this consolidated practice experience, opportunities are provided to develop caring relationships with individuals and families experiencing chronic health challenges. Participants have opportunities to consolidate learning from the first year of the program in a variety of settings.

Prerequisite: BIOL 159, 169, NURS 116, 125, 127, 128

NURS 218-5
Nursing Practice 3 (0,4,12P)

This nursing practice experience provides opportunity to develop caring relationships with people experiencing episodic health care challenges. Experiences include nurses' work in the care of individuals and families in a variety of acute care settings, as well as in the transition from hospital to home.

Prerequisite: Year 1 nursing courses successfully completed

Corequisites: NURS 219, HLSC 259

NURS 219-4
Healing 1: Episodic Health Challenges (0,6,0)

The focus of this course is on people's experience with healing, with particular reference to episodic health challenges. Participants integrate theory and concepts of health as they relate to healing. Participants will develop a repertoire of cognitive, practice, interpersonal and organizational skills to promote healing.

Prerequisite: NURS 138

Corequisite: HLSC 259 and NURS 218 or NURS 269 and NURS 228

NURS 226-3
Professional Growth 2: The Nursing Profession (0,3,0)

This course builds on the philosophy and concepts examined in Professional Growth 1, as well as examining and exploring the professional practice in nursing. Emphasis is placed on standards for practice, and the role of nurse as educator and advocate.

Prerequisite: NURS 116

NURS 228-5
Nursing Practice 4 (0,4,12P)

This course is a continuation of Nursing Practice 3, with a focus on increasingly complex episodic health challenges. There are opportunities for students to refine their clinical decision-making skills and to explore and utilize the expertise of a variety of health team members.

Prerequisite: NURS 218

Corequisites: NURS 229, NURS 226, HLSC 269

NURS 229-4
Healing 2: Complex Episodic Health Challenges (0,6,0)

Participants in this course continue to develop an understanding of people's experience with healing related to a variety of increasingly complex episodic health challenges. Participants further develop their repertoire of nursing practice skills, including critical thinking, interpersonal, organizational and psychomotor skills to promote healing. Emphasis is placed on an increase in participant self-directedness.

Prerequisite: NURS 138

Corequisite: NURS 218 and HLSC 259 or NURS 228 and HLSC 269

NURS 238-4
Consolidate Practice Experience: 2 (0,0,36P) (4 weeks)

In this consolidate practice experience, opportunities are provided to develop caring relationships with individuals and families experiencing increasingly complex episodic health challenges. Participants have opportunities to consolidate learning from the first and second year of the program in a variety of settings.

Prerequisite: NURS 226, 228, 229, HLSC 259, 269

NURS 301-3
Introduction to Leadership and Management in Nursing (3,0,0)

Introduction to Leadership and Management in Nursing is a course intended for registered nurses. Nurses will have the opportunity to explore the key concepts in nursing leadership and management.

Prerequisite: Registered Nurse

NURS 315-3
Health 3 (0,3,0)

The major emphasis of this course is an exploration of primary, secondary, and tertiary prevention. Participants focus on a comparative analysis of primary health care, prevention, and health promotion. They also examine the significance of interdisciplinary collaboration in working with

individuals, families, and groups within a variety of contexts. Existing prevention programs are explored.

Prerequisite: NURS 238 Corequisite: NURS 318

NURS 316-3
Professional Growth 3 (0,3,0)

Participants examine a variety of teaching/learning theories, perspectives, and strategies that underlie meaningful interactions with individuals, families, and groups. Participants explore the influence of personal meaning, beliefs and values on teaching/learning processes. As both teacher and learner, participants engage in teaching/learning encounters with a focus on health education and prevention.

Prerequisite: NURS 238

NURS 318-5
Nursing Practice 5 (0,4,12P)

The focus of this clinical experience is prevention, with participants having opportunities to examine the interaction of prevention and hospital-based care. In addition, participants will have opportunities to experience the nurse's leadership role in client care.

Prerequisite: NURS 238

Corequisite: NURS 315, 316

NURS 320-3
Professional Growth: Bridge In (0,3,0)

This course provides an overview of the philosophy of the Collaborative Nursing Curriculum. Participants will have opportunities to examine concepts and theories related to teaching/learning, ethics and gender issues.

Prerequisite: Admission to RN/BSN program, must be Registered Nurse

NURS 330-3
Health: Bridge-In (0,3,0)

Building on existing knowledge of registered nurses, this course provides opportunities for students to develop a health promotion/caring perspective. The focus will be on theories and concepts related to health promotion, community, and family nursing.

Prerequisite: Admission to RN/BSN program, must be Registered Nurse

NURS 338-4
Consolidated Practice Experience: Focus on Hospital-Based Nursing Practice (0,3,33P)(6 weeks)

This consolidated practice experience is designed to provide opportunities for participants to integrate learning from previous semesters, and to advance their clinical decision-making in episodic or chronic care facilities.

Prerequisite: NURS 350/351

NURS 341-3
Professional Growth: Nursing Inquiry (0,3,0)

In this course various modes of nursing inquiry will be addressed. Some of these include scientific, philosophical and historical modes. Relationships between practice, theory, and research will be explored. Past and present contributions to nursing knowledge will be discussed.

Prerequisite: NURS 318 or 320

NURS 350-3
Health 4: Health Promotion and Community Development (0,3,0)

This course focuses on community as client from a health promotion perspective. The underlying principles of health promotion, including the social determinants of health, participation, capacity, and empowerment, are emphasized. Community development as a pattern of community health promotion practice is explored.

Prerequisite: NURS 318 or 331

NURS 351-4
Nursing Practice 6 (0,3,6P)

The focus of this clinical experience is on health promotion with an emphasis on community and multidisciplinary team work. Participants will have an opportunity to identify a health issue and implement a plan of action.

Prerequisite: NURS 318 or 331

Corequisites: NURS 350

NURS 352-3
Self and Others 3: Helping Relationships (3,0,0)

The focus of this course is for participants to develop a conceptual and experiential understanding of relational caring practice. Opportunities are provided for participants to become aware of the narratives, values, and intents influencing their relationships with clients and colleagues, and to enhance their capacity for relational caring practice. (Last offering Fall 2004) (This course is not required by students entering Year 1 of the Nursing Program in Fall 2001.)

Prerequisite: NURS 127

NURS 360-3
Professional Growth: Nursing Research (0,3,0)

The emphasis of this course is to enhance nurses's abilities to participate in the research process through critically reflecting on various research methodologies. The intent of this course is to enhance participants' abilities to comprehend, critique, and utilize nursing research. Participants experience ways to transform personal inquisitiveness into a process of posing, exploring, and answering researchable nursing questions. Participants experience ways to critically examine their practice in relation to nursing research.

Corequisites: NURS 341

NURS 377-3
Self and Others 4: Group Process (0,3,0)

This course focuses on the theories and concepts of group process from a multidisciplinary perspective. Students will have the opportunity to experience and critically reflect on group process. The examination of self in relation to group process will be an essential component of this course. (Last offering Winter 2003) (This course is not required by generic BSN students entering Year 1 of the Nursing Program in Fall 2001.)

Prerequisite: NURS 127 or 320

NURS 408-3
Nursing Practice: Transitions - Nursing Practice for Registered Nurses (0,3,5P)

Registered Nurses identify an area of specific focus for this nursing practice course and are then provided with opportunities to develop and advance their practice. The area of focus may be a particular setting of practice, a certain client population, or a specific health challenge. In this course, praxis is actualized through practice experiences and participation in seminars.

Prerequisite: NURS 431

Corequisite: One of 420, 440 or 460

NURS 420-3
Health Transition: Complex Health Challenges (3,0,0)

This course provides opportunities for students to strengthen their knowledge and understanding of theoretical foundations of nursing practice in situations with complex episodic and complex chronic health challenges. Students will explore and critique nurses' health-promoting roles when involved with people with complex health challenges and issues/concepts related to their chosen area of clinical nursing.

Prerequisite: NURS 431

Corequisite: NURS 421 (408 RNs only)

NURS 421-5
Nursing Practice 8: Transitions - Complex Episodic Nursing Practice (0,3,18P)

This course offers students an opportunity to enhance their knowledge and develop their nursing practice in relation to clients with complex health challenges. This course is intended to facilitate the transition from the student role to entry level professional nurse role. By working with an RN preceptor, students have the opportunity to experience the realities of the graduate nurse role and increase their understanding of the multiple components of health care delivery that are involved in providing quality care for clients.

Prerequisite: NURS 431

Corequisites: NURS 420

NURS 428-3
Nursing Practice Transitions: Advanced Nursing Practice for Registered Nurses (0,0,10P)

This course provides Registered Nurses with an additional 150 hours of nursing practice in their identified area of focus. The area of focus will be in the same practice setting as NURS 408.

Prerequisite: NURS 408, or NURS 420, 440, or 460.

NURS 430-3
Health/Professional Growth: Nurses Influencing Change (0,3,0)

This course explores the ways nurses can influence and create change for the promotion of societal health. Emphasis is on selected strategies for enhancing nursing influence on the evolving Canadian health care system.

Prerequisite: NURS 351

NURS 431-4
Nursing Practice 7 (0,3,6P)

This nursing practice experience focuses o the actualization of the nurse as a professional. By critically reflecting on practice experiences, participants engage in influencing change for the promotion of societal health within the Canadian health care system.

Prerequisite: NURS 351

Corequisites: NURS 430

NURS 438-4
Consolidated Practice Experience: Focus on Family (0,3,33P) (6 weeks)

This practice experience is designed to provide opportunities for participants to integrate learning from previous semesters, and to advance their knowledge and professional nursing practice. Participants have opportunities to consolidate learning and advance their clinical decision-making in a variety of community health care settings.

Prerequisite: NURS 431

NURS 440-3
Health Transitions: Community Nursing (3,0,0)

This course provides opportunities for students to strengthen their knowledge and understanding of the theoretical foundations of nursing practice in the community. Students will explore nurses' roles in the community from a broad contextual perspective. Participants will have opportunities to explore and critique issues/concepts relevant to their chosen area of community nursing.

Prerequisite: NURS 431

Corequisite: NURS 441 (408 RNs only)

NURS 441-5
Nursing Practice 8: Transitions - Community Health Nursing Practice (0,3,18P)

Through a declaration process, students will identify an area of specific focus for this nursing practice course. This course will provide opportunities for students to develop and advance their practice. The area of focus may be a particular setting of practice, a certain client population, or a specific health challenge. In this course, praxis is actualized through practice experiences and participation in seminars. The practice setting will be community.

Prerequisite: NURS 431

Corequisite: NURS 440

NURS 455-3
Mental Health Practice

In this three-week full-time practice course, opportunity is provided to consolidate mental health concepts in three distinct practice settings: tertiary care psychiatric setting, community based mental health settings, and agencies focussing on alternate mental health practices. Students will be preceptored with a clinician, with support and guidance from a UCC instructor.

NURS 460-3
Health in Later Life (3,0,0)

This course has been designed to give you, the learner, opportunities to increase your understanding related to health in later life. You will examine the changing demographics and political and societal forces influencing the health of older persons. Students in health professions will also be able to integrate this new learning in order to develop clinical skills that will be of value in their practice with elderly persons. Throughout the semester you will be encouraged to examine different perspectives and explore several central issues related to the elderly as you develop an individual philosophy and viewpoint on aging and the health of the elderly. The course will focus on the experience of aging, determinants of health, common health challenges and selected issues related to health in this later life stage.

NURS 461-5
Nursing Practice 8: Transitions - Gerontological Nursing Practice (0,3,18P)

This course provides opportunities for students to enhance their knowledge and develop their practice in relation to nurses' work with older persons. A primary goal of this course is to nurture an appreciation of the experience of health in later life as well as gerontological nursing as a specialty. In addition, for continuing students, this course is intended to facilitate the transition from student role to entry level professional nurse. Students are able to increase their understanding of the multiple components of health care delivery involved in providing quality care for older persons and their families. In this course, praxis is actualized through practice experiences, critical reflection, integration of theory and participation in seminars.

Prerequisite: NURS 460

NURS 486-3
Primary Health Care in Rural and Northern Communities (3,3,0)

As first contact primary health care workers, nurses provide comprehensive care and assist individuals and families to make appropriate use of the formal and informal health care resources available in the community. This course will introduce the student to the principles of Primary Health Care (PHC) endorsed by Canada in 1977, by exploring the five major concepts within a broad framework of health including historical, social, economic, political and cultural implications.

Prerequisite: RN

NURS 487-3
Assessment and Management of Health and Illness Throughout the Lifespan (6,3,0)

This course will form a theoretical base from which the practitioner can develop sound decision making skills and deliver appropriate nursing care for individuals, families and communities. This comprehensive course will examine health throughout the lifespan including normal growth and development; pregnancy and aging; explore common presentations of illness and current management protocols.

Prerequisite: RN

NURS 488-3
Advanced Clinical Skills and Emergency Care (0,3,6)

Nursing practice in an advanced clinical setting, treatment centre or community health centre requires that nurses be prepared to make decisions and carry out appropriate treatment or make referral, and be able to provide emergency care and support for critically ill clients and families. Basic Trauma Life Support is a prerequisite to this course and Pediatric Advanced Life Support will be incorporated into the curriculum.

Prerequisite: RN

NURS 489-6
Primary Care Clinical Nursing Practicum (0,0,36)

The six week clinical practicum will provide an opportunity for students to consolidate the three other courses into the practice setting. The course is designed to offer the student experience in the areas of: obstetrics, pediatrics, medical/surgical and emergency. The choice of venue will reflect the students learning needs and will supply the learner with enough experience to support competence. It is expected that clinical placement will include: acute medical surgical; emergency, labour and delivery,

pediatrics. Acute care hospitals; sexually transmitted disease clinics; pediatricians' office; and health centres may provide the learning opportunities.

Prerequisite: RN

Physical Education

PHED 100-3
The Analysis of Performance in Individual Sports (3,1,0)

An examination of the role of analysis in developing effective biomechanically correct individual sport performance. Skill analysis, error detection, error correction and the application of sport science principles will be included with an introduction to the appreciation of movement patterns in sport.

Prerequisite: None

PHED 110-3
Basketball (1,2,0)

The course focuses on industrial and coaching techniques associated with the sport. The development of fundamental individual and team skills will also be an integral part of the course. Offensive and defensive skills and strategies will be central to the course. Each student will be provided an opportunity to learn how to instruct/coach other students in the skills as well as learn the specific skills.

Prerequisite: None

PHED 112-3
Outdoor Activities (3,0,0)

An introduction to a variety of outdoor pursuits like rock climbing, kayaking, hiking, survival and mountain biking. Students are advised that there are certain minimal costs they will assume.

Prerequisite: None

PHED 114-3
Aquatics (3,0,0)

This course emphasizes the knowledge and skills associated with aquatic activity. Water safety, principles of buoyancy and water activities, stroke analysis and development are major focus for the semester. Students also have an opportunity to work toward a number of senior swimming levels.

Prerequisite: None

PHED 116-3
Soccer (3,0,0)

This course focuses on instructional and coaching techniques associated with the sport. The development of fundamental individual and team skills will also be an integral part of the course. Offensive and defensive skills and strategies will be central to the course. Each student will be provided an opportunity to learn how to instruct/coach other students in the skills as well as learn the specific skills.

Prerequisite: None

PHED 119-3
Volleyball (3,0,0)

The course focuses on instructional and coaching techniques associated with the sport. The development of fundamental individual and team skills will also be an integral part of the course. Offensive and defensive skills and strategies will be central to the course. Each student will be provided an opportunity to learn how to instruct/coach other students in the skills as well as learn the specific skills. An opportunity will arise for students to also analyze UCC volleyball matches as part of an advanced component.

Prerequisite: None

PHED 123-3
Conditioning (3,0,0)

The course will involve a discussion of the basic principles for health and skill-related fitness. It will provide a basic understanding of the physiological basis for conditioning programs applicable to competitive sport. A discussion of fitness assessment will also be covered in this course.

Prerequisite: None

PHED 128-3
Games, Contests and Relays (3,0,0)

Individual, pairs, teams and group activities will be taught. Each student will be required to invent and teach an activity with the focus on teaching and ways to make incremental and rule changes for each. This course is an excellent preparation for students wishing to become teachers and recreationalists.

Prerequisite: None

PHED 200-3
The Analysis of Performance in Team Sports (3,1,0)

An examination of the structure, analysis and instruction of team performance. Selected team sports will be used as models of analysis. Topics include the study of the common elements in team sports, and an examination of analysis methods and procedures.

Prerequisite: None

PHED 211-3
An Introduction to the Study of Sport (3,0,0)

This course examines the nature and development of sport through an analysis of historical, academic and popular literature.

Prerequisite: None

PHED 212-3
Biodynamics of Physical Activity (2,0,2)

An introductory examination of the mechanical, anatomical and physiological bases of human physical performance.

Prerequisite: None

PHED 213-3
Sport in Canadian Society (3,0,0)

This course looks at a historical and theoretical analysis of sport in Canadian Society. Awareness of the role played by physical education and sport in society and the societal changes that influence sport development will be studied.

Prerequisite: None

PHED 221-3
The Dynamics of Motor Skill Acquisition (3,0,0)

An introduction to the examination of motor skill acquisition, the variables which influence the learning and performance of motor skills, and the relationship between skill acquisition and growth and development.

Prerequisite: None

PHED 284-3
Physical Growth and Motor Development (3,0,0)

Students will examine the physical growth and motor development throughout the lifespan, with particular reference to the effects of physical activity on growth, development and health. Developmental differences in motor ability will be studied.

Prerequisite: PHED 221

Philosophy

PHIL 111-3
Introduction to Critical Thinking (2,1,0)

This course helps students distinguish between good and bad reasoning. The student is introduced to logical analysis, which entails an examination of the meaning of logical terms and an investigation of their contribution to the arguments in which they occur. Considerable attention will be given to representing the logical structure of arguments and deciding their validity or invalidity.

Prerequisite: None

PHIL 112-3
Understanding Scientific Reasoning (2,1,0)

Starting with the notions of valid and invalid arguments the course then goes on to examine the justification of theoretical hypotheses, statistical hypotheses, and causal hypotheses. Essentially, the student will be provided with skills for exploring the nature and testing of scientific

theories, causes and correlations, and rational decision making. With this theoretical framework the student will examine various contemporary issues: Is there a causal connection between smoking and lung cancer? Is there a causal link between pornography and sexual violence? etc.

Prerequisite: None

PHIL 121-3
Introduction to Philosophy 1 (2,1,0)

PHIL 121 is a general introduction to philosophy. Some questions typically covered include: what is morality? Is there a God? Is there life after death? What can we know and how can we know it? What is the nature of reality? Is there free will? Are there fundamental rights? What constitutes a "good life"? What is the nature of society? What form of government should we have? What is law, and should the laws always be obeyed? What is the relation of the mind to the body? Can computers think? What is art? Is censorship a good idea? Readings will be taken from classic and/or modern texts.

Prerequisite: None

PHIL 122-3
Introduction to Philosophy 2 (2,1,0)

An examination of further issues and questions in philosophy such as those dealt with in PHIL 121. Some questions typically covered might include: Are we free to choose what to do, or are all our actions determined? What is the relation of freedom to responsibility? Do you have a self, and what is the nature of the self? What is personal identity? What exists? What is the nature of reality? What is the basis for morality? Why should you be moral? Readings will be taken from classic and/or modern texts.

PHIL 201-3 (HUM)
Introduction to Ethics (2,1,0)

Ethics is the philosophical examination of "the good life", or of what kind of life is most worth living. It is also the study of the values by which we live, and the values of others. As well as dealing with questions of right and wrong (morality), ethics deals with the place of morality in life as a whole, and the question of whether life has a meaning. In particular, ethics deals with both the nature and origin of morality, and to what extent being moral is necessary to living a good life.

Prerequisite: Second year standing. Students who received credit for PHIL 211 from 1993 to 1996 are not eligible to receive credit for this course.

PHIL 212-3
Knowledge and Reality 1 (2,1,0)

An introduction to some fundamental problems in the areas of metaphysics (what the world is like) and epistemology (what can we know, and under what conditions can we know something). A close reading of texts by both classical and modern authors will enable the student to come to an understanding not only of some of the central problems in these areas, but also to an understanding of some of the methods involved in doing philosophy. Students will learn not only what previous philosophers have done, but start to acquire the tools which will enable them to do philosophy themselves.

Prerequisite: Second year standing or written permission of the Instructor.

PHIL 221-3 (HUM)
Contemporary Moral Issues (2,1,0)

This course examines such contemporary moral issues as abortion, euthanasia, capital punishment, environmental ethics, business ethics, pornography and censorship, treatment of the mentally ill, patients' rights and the ethics of warfare. Classical theories of ethics will be examined and applied to contemporary problems.

Prerequisite: Second year standing. Students who received credit for PHIL 211 from 1993 to 1996 are not eligible to receive credit for this course.

PHIL 222-3
Elementary Formal Logic (2,1,0)

Introduction to contemporary symbolic or formal logic. The course will examine both sentential and predicate logic through the development of a system of deduction based upon semantic tableau techniques and natural deduction. Syntax and semantics will be discussed at an elementary level. Translation of natural language arguments into the formal logic for analysis will be done.

PHIL 224-3
Cyberphilosophy (2,1,0)

This course is an introduction to the philosophical ramifications of the advent of computers in the modern world. Special attention is paid to the impact of the virtual realm and on-line communications upon modern life. The sorts of questions that will be discussed include "How real are virtual worlds?", "Is the right to privacy threatened by computer technology?", "Should the Internet be regulated?", "Will society be divided into those who have computer knowledge and those who don't?". There is a computer seminar component to this course.

PHIL 229-3 (HUM)
Philosophy of Emotions (3,0,0)

This course examines the role emotions play in our lives and critically examines some traditional beliefs about emotion from the standpoints of philosophy, psychology and sociology. Some of the issues considered include the relation of emotions to perception and action, the relation of emotions to reason, the role of feeling in moral judgement, and the role of emotions in understanding art. We will also consider specific emotions, such as love or jealousy, and look at the ideology or social function of those emotions. Finally, we will consider emotions from a biological view, as either adaptive responses, or forms of escape.

Prerequisite: Second year standing

PHIL 231-3
Health Care Ethics (3,0,0)

This course examines the ethical role of the health care provider within the Canadian health care system. This course will critically assess a selection of ethically problematic situations with which the health care provider must routinely deal. Some of the issues considered include the relationship among health care providers, care of the elderly, genetic counselling, resource allocation, care of those diagnosed mentally ill, and the ethics of transplantation. These issues will be taken up in light of our exploration of moral theory, common ethical principles, and methodologies arising from interdisciplinary bioethics.

Prerequisite: None

PHIL 239-3
Philosophy of Rock Music (3,0,0)

PHIL 239 explores issues in the philosophy of art through the medium of rock music. Rock music is discussed from the standpoints of aesthetics, philosophy, sociology and musicology. The course considers the social and artistic value of rock music; the distinctive features of rock music; the history of rock music.

Prerequisite: Second-year standing

PHIL 314-3
Early Modern Philosophy A (3,0,0)

The development of Continental European philosophy during the 17th century, with emphasis on the writings of Descartes, Spinoza and Leibniz; the influence of religion and science on the philosophical thought of the period.

PHIL 315-3
Early Modern Philosophy B (3,0,0)

British philosophy in the 17th and 18th centuries, with emphasis on the writings of Locke, Berkeley and Hume.

Prerequisite: PHIL 314 or written permission of Instructor.

PHIL 316-3
Modern Philosophy (3,0,0)

PHIL 316 looks at some of the more significant or formative ideas in nineteenth and twentieth century European philosophy. Areas of emphasis change from year to year, but at various times will include: existentialism, phenomenology, Marxism, psychoanalysis, Critical Theory, structuralism, deconstructionism, the new historicism, post-modern theory. Authors studied will include: Feuerbach, Marx, Kierkegaard, Nietzsche, Freud, Heidegger, Lévi-Strauss, Sartre, Lacan, Levinas, Lukacs, Adorno, Marcuse, Gadamer, Habermas, Foucault, Althusser, Deleuze, Derrida, Baudrillard and Lyotard.

Corequisite: Third year standing in the B.A. program.

PHIL 321-3
Feminist Philosophy (3,0,0)

This course examines a wide range of feminist philosophical thought. Because it can differ dramatically from the traditional philosophical approach, the feminist approach to philosophical questions will be discussed. Some of the topics covered in the course include gender-role socialization, gender equality, racism, radical feminism, maternal thinking, caring and the men's movement.

Prerequisite: 3rd or 4th year standing in Arts

PHIL 330-3
Moral and Political Philosophy 2 (3,0,0)

The continuation of Philosophy 201, Introduction to Ethics. Topics in political philosophy, including theories of political and legal obligation and authority, legal reasoning, society and the state. Readings in classic and contemporary texts.

Prerequisite: PHIL 201

PHIL 339-3
Philosophy of Art (3,0,0)

The arts and their relation to society. Problems examined usually include art and perception, art and reality, imagination, expression, censorship, and the role of art in human life.

PHIL 340-3
Knowledge and Reality 2 (3,0,0)

The continuation of Philosophy 212. Topics include the nature of physical reality, substance, universals, primary and secondary qualities, theories of truth, identity through time, personal identity, free will. Readings in classic and contemporary texts.

Prerequisite: PHIL 212

PHIL 349-3
Philosophy of Religion (3,0,0)

This course looks at some central religious problems from a philosophical perspective. Is there life after death, and what difference does it make whether or not there is one? What reasons can be found for believing (or not believing) that there is a God? Is the existence of God compatible with the existence of evil in the world? What is the relation of faith to knowledge? Are mystical experiences a source of knowledge about the divine? The purpose of the course is not to answer these questions, but to critically assess the arguments others have put forward in trying to answer them.

PHIL 375-3
Philosophy and Literature (3,0,0)

PHIL 375 looks at philosophical themes in literature, philosophy of literature, and other areas where philosophy and literature overlap. Areas of emphasis change from year to year.

Corequisite: Third year standing in the B.A. program.

PHIL 416-3
Topics in Modern Philosophy (3,0,0)

Intensive study of Kant or of a major nineteenth century philosopher such as Hegel, Mill or Neitzsche, or of a school, such as German idealism. Topics vary from year to year.

Prerequisite: PHIL 314 and PHIL 315 or written permission of the instructor

PHIL 418-3
Topics in Twentieth-Century Philosophy (3,0,0)

Intensive study of a major twentieth-century philosopher, such as Frege, Russell, or Wittgenstein, or of a school, such as logical positivism or pragmatism. Topics vary from year to year.

Prerequisite: PHIL 212 and PHIL 340

PHIL 419-3
Philosophy of History (3,0,0)

A study of the concepts of history and historical explanation. The ideas of historical progress, purpose, necessity, sufficiency, law and causation will be considered as well as epistemological and metaphysical problems concerning historical facts such as the nature of a historical fact, the selection and combining of historical facts, and the possibility of knowledge of past events.

PHIL 425-3
Philosophy of Language A (3,0,0)

Topics may vary from year to year but will be from the area of semantics and pragmatics and include such as: reference, predication, speaker versus utterance meaning, performative utterances, propositional attitudes modal contexts, theories of fiction.

Prerequisite: Acceptance into the B.A. program plus 6 units of philosophy, or instructor's written permission

PHIL 426-3
Philosophy of Language B (3,0,0)

For description see Philosophy 425.

PHIL 433-3
Biomedical Ethics (3,0,0)

An investigation into various ethical problems and concerns which arise in the health sciences, especially in medicine, but also in biology, psychology, social work and some other professions, considered both concretely and in relation to general ethical theory. Among the problems are abortion, death and euthanasia, genetic engineering, behaviour modification, treatment of the insane, right to treatment, experimentation on human beings and animals, and the relationship between professionals and their patients, subjects or clients. No philosophical background is required.

PHIL 435-3
Environmental Ethics (3,0,0)

A study of moral problems arising in the context of human relationships to nature and to non-human living things. Principal among these problems are: the general issue of what constitutes moral standing itself, animal rights, obligations to future generations, the moral dimensions of problems of pollution, the extraction, production and use of hazardous materials, the depletion of natural resources, and the treatment of non-living things.

PHIL 439-3
Philosophy of Sex and Love (3,0,0)

This course philosophically examines the physical and emotional behaviors and attitudes arising in human romantic relationships. We will look at both classical (Plato, Aristotle, Aquinas, etc.) and contemporary (including feminist, legal, and contemporary writers) answers to the moral and ontological questions concerning, among other things, the nature of love, "traditional" marriage, coupling, monogamy, prostitution, homosexuality, and gay/lesbian marriage.

Prerequisite: None

PHIL 451-3
Philosophy of Mind (3,0,0)

The concepts of the mental and the physical, the relationship between minds and bodies, problems of determining the meanings of statements about mental events.

Prerequisite: Acceptance into the B.A. program plus 6 units of philosophy, or instructor's written permission

Physics

PHYS 050-3
Introduction to Physics 1 (5,0,2)

ABE – Advanced: This course is suitable for students with little or no physics background. Physics 050 examines the basic principles upon which the discipline of physics is founded. In doing so, it provides students with a new perspective from which to view the world around them and with a solid content basis for future courses in physics should this be the objective. The course is oriented toward developing experimental and problem solving skills.

Prerequisite: MATH 050

Note: This course is taught by the College Preparation Department.

PHYS 060-3
Introduction to Physics 2 (5,0,2)

ABE – Provincial: This course is an in-depth study of the principles of scientific measurement, vectors, two-dimensional kinematics and dynamics, electrostatics, electromagnetism, vibrations and waves and optics. Physics 060 is a Provincial level (grade 12 equivalency) physics course. It will prepare students for university, trades and technology programs which require Physics 12 as a prerequisite. The course is primarily theoretical and places an emphasis on the mathematical analysis of physical phenomena and the development of problem solving and experimental skills.

Prerequisite: PHYS 050 or Physics 11 and MATH 051 or Principles of Math 11

Note: This course is taught by the College Preparation Department.

NOTE: Placement in Physics courses is based on previous background. For transfer to third-year physics, see note following PHYS 225.

Students cannot receive credit for both PHYS 110 and 115 or for both PHYS 120 and 125.

PHYS 110-3
College Physics 1 (3,0.5,2.5)(L)

A survey course for students with some secondary school physics background. Topics covered include mechanics, fluid mechanics, waves and heat.

Prerequisite: Principles of Mathematics 12 or MATH 061, Physics 11 or PHYS 113 or equivalent

Corequisite: MATH 113 or 114 or 115

PHYS 113-3
Introductory Physics 1 (3,0,3)(L)

A survey of physics at an introductory level for students with little or no background in the subject. Topics covered are mechanics, vibration, heat and optics.

Prerequisite: Principles of Mathematics 11 or MATH 051 or equivalent or PHYS 050

Corequisite: Principles of Mathematics 12 or MATH 061, or equivalent

Note: PHYS 113 can be taken to fulfill the 3-credit science requirements in the B.A. Program.

PHYS 115-3
Mechanics and Waves (3,0.5,2.5)(L)

This course is intended for students with a good secondary school background in physics. Calculus will be introduced and used in the course. Topics covered include a short review of mechanics, simple harmonic motion, mechanical waves, sound, wave optics and geometric optics.

Prerequisite: Principles of Mathematics 12 or MATH 061 or MATH 100, Physics 12 (or PHYS 113 with an A and consent of the instructor)

Corequisite: MATH 113 or 114

Note: PHYS 115/125 is recommended for students planning to major in physics or chemistry, and is strongly recommended for students planning to transfer into Engineering after a year of Science.

PHYS 120-3
College Physics 2 (3,0.5,2.5)(L)

A continuation of PHYS 110. Topics covered include electricity and magnetism, optics, and selected topics from nuclear physics and modern physics.

Prerequisite: PHYS 110

Corequisite: MATH 123 or 124 or 125

PHYS 125-3
Thermodynamics, Electricity and Magnetism (3,0.5,2.5)(L)

This course is a continuation of PHYS 115. Topics covered include thermodynamics, kinetic theory of gases, electricity and magnetism.

Prerequisite: PHYS 115, MATH 113 or 114

Corequisite: MATH 123 or 124

PHYS 151-3
Applied Physics 1 (3,0,2)(L)

This course gives a basic introduction to the following concepts: motion, force, friction, equilibrium, energy, momentum and simple machines. Circular motion and rotation will be considered as well as linear motion.

Prerequisite: Admission to the Computer Aided Design and Drafting Program

PHYS 157-3
General Physics for Respiratory Therapists 1 (3,0,3)(L)

The basic physical concepts of mechanics, electricity and magnetism, and the properties of solids, liquids and gases will be covered. Topics include: wave motion, sound, optics, basic electronics, elementary atomic physics and radiation physics. Emphasis is placed on laboratory work particularly the use of electric and electronic measuring devices.

Prerequisite: Admission to the Respiratory Therapy Technology program, Principles of Mathematics 12 or MATH 060, Physics 11 or PHYS 050, or PHYS 113

PHYS 161-3
Applied Physics 2 (3,0,2)(L)

In a continuation of PHYS 151, the following topics are covered: strength of materials, fluid mechanics, vibrational motion, wave motion, temperature and heat, thermal properties of matter, heat transfer, electric current and electronics.

Prerequisite: Admission to the Computer Aided Design and Drafting Program

PHYS 167-3
General Physics For Respiratory Therapists 2 (3,0,3)(L)

A continuation of PHYS 157.

Prerequisite: PHYS 157, MATH 120. Admission to the Respiratory Therapy program.

PHYS 200-3
Relativity and Quanta (3,1,0)

Special relativity: Lorenz transformations; dynamics and conservation laws. Quantum Physics: the experimental evidence for quantization; a qualitative discussion of the concepts of quantum mechanics and their application to simple systems of atoms and nuclei. This course is the same as CHEM 200.

Prerequisite: PHYS 110/120 or PHYS 115/125, MATH 113/123 or MATH 114/124 or MATH 115/125

Note: Credit will not be given for both CHEM 200 and PHYS 200

PHYS 215-3
Circuit Analysis (3,1,3)(L)

Analysis of linear electrical circuits, network theorems, first and second order circuits and transfer functions.

Prerequisite: PHYS 110/120 (with written permission of the Instructor) or PHYS 115/125, MATH 113/123 or MATH 114/124.

PHYS 220-3
Mechanics (4,0,0)

Statics of particles and rigid bodies, friction, moments of inertia and distributed forces. Dynamics of particles in inertial and non-inertial frames of reference, systems of particles, kinetics and dynamics of rigid bodies, rotational motion and simple harmonic motion.

Prerequisite: PHYS 110/120 or PHYS 115/125 (May be taken as corequisites)

Corequisite: MATH 113 or 114 or 211

PHYS 225-3
Intermediate Electromagnetism (3,0,3)(L)

This course extends the topics covered in PHYS 120/125 and examines the basic principles of electromagnetism using a more sophisticated mathematical approach. Topics include vector algebra, electrostatics, magnetostatics, electric and magnetic fields in matter, as well as an introduction to electrodynamics. The course will be presented using lectures and laboratory experiments.

Prerequisite: PHYS 110/120 or PHYS 115/125, MATH 113/123 or MATH 114/124

Corequisite: MATH 211

Important Note
To enter third-year Physics at UCC, SFU or UBC, the student should complete one of the following sequences with grades of C or better:
(a) PHYS 110/120, PHYS 200, PHYS 215, PHYS 220 and PHYS 225
(b) PHYS 115/125, PHYS 200, PHYS 215, PHYS 220 and PHYS 225
PHYS 215 has no credit at UVIC, and should be omitted from the sequence by students planning on transferring to UVIC.

Most 300 and 400 level Physics courses are offered in alternating years. Check with the B.Sc. program advisor for availability in any particular year.

PHYS 308-3
Optics (3,0,3)

Physical optics: Interference, diffraction, polarization, Fourier optics, Abbe theory and modern applications. Selected experiments in optics.

Prerequisite: PHYS 311

PHYS 309-2
Electrical Laboratory 1 (0,1,4)(L)

This laboratory course involves selected experiments with transistors, operational amplifiers, amplification and feedback.

Prerequisite: PHYS 215

PHYS 310-2
Electrical Laboratory 2 (0,1,4)(L)

This laboratory course involves selected experiments in electromagnetism, digital logic and computer data acquisition.

Prerequisite: PHYS 215

PHYS 312-3
Introduction to Mathematical Physics (3,1,0)

The application of ordinary and partial differential equations to physical problems: boundary and initial value problems associated with heat, wave and Laplace equations. Fourier analysis expansions in Bessel and Legendre functions.

Prerequisite: MATH 224.

Note: This course is the same as MATH 316. Credit will be only given for one of PHYS 312 and MATH 316.

PHYS 313-3
Thermodynamics (3,0,0)

The laws of thermodynamics, heat transport, kinetic theory, processes in gases, heat engines.

Prerequisite: PHYS 110/120 or 115/125, MATH 113/123 or 114/124, MATH 211

PHYS 314-3
Fluids (3,0,0)

Kinetic theory: particle flux, the equation of state, Boltzmann statistics, the Maxwell distribution, equipartition, mean free path, transport. Fluid mechanics: Euler's equation, the equation of continuity, hydrostatics, steady flow, the Bernoulli equation, the one-dimensional approximation, flow of viscous fluids, the energy equation, flow in pipes, flow over immersed bodies, open channel flow. Water waves: description, the dispersion relation, capillary and gravity waves.

Prerequisite: PHYS 220

Corequisite or prerequisite: MATH 224

PHYS 315-3
Physics of Materials (3,0,0)

Bonding in solids, crystal structure, defects, strength of materials, strength of perfect and real metals, heat capacity, lattice vibrations and phonons, electrical properties of solids, band theory, semiconductors, liquid crystals, and polymers.

Prerequisite: PHYS 200 and MATH 211

PHYS 318-3
Acoustics (3,0,3*)(L)

Acoustic oscillators, (including loud speakers), acoustic waves, and architectural acoustics.

Prerequisite: PHYS 215

PHYS 325-3
Advanced Electromagnetism (3,1,0)

The objective of the course is to provide students with a working knowledge of electrodynamics. This requires a solid grounding in vector calculus, partial differential equations, and an in-depth understanding of Maxwell's equations. Topics covered include: review of vector calculus; Laplace's equation; potential theory; electrostatics and magnetostatics in matter; electrodynamics; special relativity and electromagnetism.

Prerequisite: PHYS 225, MATH 225 and MATH 317

PHYS 330-3
Biophysics (3,0,3*)(L)

This course examines how basic principles of physics apply to actions, body design and physical limitations of animals, mainly vertebrates. The topics will include physical concepts of forces, materials structure, fluid mechanics, light and sound, and electricity and magnetism. These topics will be applied to biological aspects such as strength of bodies, movement through air and water, and organismal behaviour. This course is offered in the Winter semester of odd-numbered years.

Prerequisite: PHYS 110/120 or 115/125; BIOL 109 or 111 or 121 (BIOL 121 preferred)

PHYS 412-3
Atomic Physics (3,0,0)

The major phenomena in the fields of atomic physics.

Prerequisite: PHYS 200 and MATH 224.

PHYS 414-3
Radioactivity/Nuclear Physics (3,0,0)

A survey of basic concepts of nuclear physics with applications in power, medicine, geology, industry, archaeology, cosmology.

Prerequisite: PHYS 200, PHYS 311 and MATH 224.

PHYS 448-3
Directed Studies in Physics (L)

Students will undertake an investigation of a specific topic involving experimental work as agreed upon by the student and her/his faculty supervisor and co-supervisor.

Prerequisite: Acceptance into Physics Major; approval of supervisor and co-supervisor.

Political Studies

POLI 111-3
The Government and Politics of Canada (2,1,0)

An introduction to the main processes, structures and institutions of Canadian politics and government, including the constitution, social cleavages, the prime minister and cabinet, parliament, political parties and ideologies, federalism and the structure of power.

Prerequisite: None

POLI 121-3
Contemporary Ideologies (2,1,0)

An examination of the major systems of political ideas which have shaped the modern world, including liberalism, conservatism, socialism, communism, anarchism, fascism and nationalism. These ideologies will be analyzed from the perspective of their historical and philosophical antecedents, contemporary relevance and place in the Canadian political experience.

Prerequisite: None

POLI 214-3

Resistance and Revolution (2,1,0)

The purpose of this course is to provide an introduction to the discipline of political science by intensively studying one political phenomenon, that of revolution. The course begins with a discussion of the nature of social scientific inquiry, and proceeds to an examination of the characteristics of revolutions and various theories which attempt to explain their occurrence.

Prerequisite: Second year standing.

POLI 215-3

Comparative Politics (2,1,0)

Designed to furnish students with the tools and concepts of political analysis which will be related to the functioning of several political systems. Choice of political systems to be studied may vary from year to year.

Prerequisite: Second year standing.

POLI 222-3

Political Philosophy (2,1,0)

An examination of some of the important themes of the western political tradition through analysis of selected political philosophers, such as Plato, More, Machiavelli, Locke, Rousseau and Marx. The encounter with these theorists will initiate discussion of such concepts as authority, justice, freedom, equality and political participation.

Prerequisite: Second year standing.

POLI 223-3

Canadian Government 2: Public Administration and Public Policy (2,1,0)

Political Studies 223 follows POLI 111 and emphasizes more the structure of government (particularly the executive) and the output side of the political system. Topics include analysis of the structure of government in Canada, the executive and evolution of policy making structures and styles, the contemporary policy-making process, and the Canadian bureaucracy.

Prerequisite: POLI 111

POLI 225-3

Law and Politics (2,1,0)

This course is an introduction to law, politics and the judiciary, with particular emphasis on the role of the judiciary in relation to selected issues in political science. Its principal focus is on the Canadian legal system with comparison to other legal systems.

Prerequisite: Second year standing.

POLI 260-3

International Politics (3,0,0)

The analysis of the relations between states. Includes such topics as the evolution of international systems, East-West and North-South issues, the techniques of wielding international influence (through diplomacy, propaganda, foreign aid, subversion, and war) and the sources and nature of international conflict and cooperation.

Prerequisite: Second year standing or instructor's written consent.

Note: All Political Studies courses are categorized as Social Science with respect to the distribution requirements in the general B.A.

POLI 301-3

Canadian Political Parties (3,0,0)

The organization and operation of party politics and the systems of party competition in Canada. The focus is on national-level politics.

POLI 303-3

Federalism in Canada (3,0,0)

Theory and practice of federalism; cultural duality, social stresses, and problems of flexibility. The constitution and role of the courts.

POLI 305-3

Canadian Political Ideas (3,0,0)

Political theories and ideologies in Canada. Includes an analysis of key Canadian political writers and the impact of ideas on political issues.

POLI 320-3/6

American Government and Politics (3,0,0)

The social context of American politics, voting behaviour, legislature process, executive powers, executive-legislative relations, judicial behaviour, and problems of policy.

POLI 342-3

Modern Political Theory: Analysis of a Selected Theorist (3,0,0)

A detailed examination of an acknowledged masterpiece of modern political theory. The text and attendant literature vary from year to year.

POLI 344-3

Social and Political Thought (3,0,0)

An examination of some of the major concepts in political philosophy such as justice, equality, rights, obligation, liberty in the context of both classical and contemporary political thought.

POLI 346-3

Democratic Theory (3,0,0)

An examination of both classical and contemporary theories of democracy. Representative democratic theory, participatory democratic theory and their relationship to 20th century concepts of democracy.

POLI 365-3

Government and Business (3,1,0)

This course will analyze government intervention in the face of mergers, bigness, and monopoly power. As well it considers possible government intervention in the face of unacceptable firm behaviour.

Prerequisite: ECON 190 and either ECON 195 or POLI 111 (Grades of C or better)

Note: This course is the same as ECON 365. Students may not receive credit for both ECON 365 and POLI 365.

Note: ECON/POLI 365 may be used to fulfill the pre-BBA elective requirement or the BBA Environmental requirement, but not both.

POLI 401-3

Canadian Provincial and Regional Politics (3,0,0)

An examination of political parties, processes, and institutions in the provincial political systems and regional arrangement between provinces.

Prerequisite: Any course in Canadian Politics.

POLI 402-3

Politics of the Canadian Constitutions (3,0,0)

This seminar examines the creation and amendment of Canadian Constitutions; political aspects of the judicial system; and political consequences of our decisions.

Prerequisite: Any course in Canadian Politics.

POLI 405-3

Topics in Canadian Politics (3,0,0)

A seminar which examines in depth some of the important issues in Canadian politics.

Prerequisite: Any course in Canadian Politics.

POLI 406-3

Topics in Latin American Politics (3,0,0)

This course examines contemporary political, social and economic problems that confront Latin America, with an emphasis on demilitarization, democratization, human rights, economic restructuring, and free trade.

Prerequisite: Third year standing or above

Psychology

PSYC 050-3

Psychology (4,1,0)

ABE – Advanced: An introductory psychology course at the ABE Advanced level, with an emphasis on active learning, critical thinking, and student

involvement in all major topical areas of psychology. This course may be used as credit toward the Adult Graduation Diploma.

Prerequisite: ENGL 040 or equivalent

PSYC 111-3
Introduction to Psychology 1 (2,1,0)

A course covering selected topics in contemporary psychology, including the history of psychology, methodology, heredity and learning, physiology and neuropsychology, motivation, emotion, sensation, and perception.

Prerequisite: None

PSYC 121-3
Introduction to Psychology 2 (2,1,0)

A course covering selected topics in contemporary psychology, including memory, intelligence and cognition, development, personality and social psychology, and mental disorders and their treatment.

Prerequisite: PSYC 111 or instructor's written consent

PSYC 159-3
Developmental Psychology 1 (2,1,0)

this introductory psychology course focuses on human development from conception to adolescence. Topics include genetic inheritance, child rearing practices, socialization, and basic patterns of physical, emotional, intellectual and social development. The relationship between developmental stages and the educational system will be explored.

Prerequisite: Admission to the Human Service program.

PSYC 169-3
Developmental Psychology 2 (2,1,0)

This course is a continuation of a basic examination of development in humans. The period from adolescence to old age and death is covered with particular emphasis on patterns of growth and change throughout adult life.

Prerequisite: PSYC 159 or equivalent. Admission to the Human Service program.

All Courses numbered "200" and above will not necessarily be offered in any given year.

PSYC 210-3
Analysis of Psychological Data (2,0,2)

This course provides a conceptual and practical introduction to some of the types of data analysis most commonly done in psychology. Topics include descriptive statistics, correlation, t-tests, and chi-square.

This course is required for students intending to major in Psychology and recommended for students intending to take Psychology courses numbered in the 300's or 400's.

Prerequisite: PSYC 111/121 or Instructor's written consent.

Note: Students may normally receive credit for only one of the following: BIOL 300, BUEC 232, MATH 120, PSYC 210, SOCI 371, STAT 200

PSYC 211-3
Introduction to Research Methods in Psychology (3,0,1)

A detailed introduction to empirical and theoretical aspects in the following core areas of psychology: biological psychology, sensation, learning, and motivation. The emphasis is on methodology, but attention is also devoted to content.

Prerequisite: PSYC 111/121 or Instructor's written consent.

PSYC 212-3
Introduction to Personality (2,1,0)

This course will examine the major theories of personality formation, including psychodynamic, cognitive, humanistic and behavioural approaches. The student will have the opportunity to relate this material to personal growth and development.

Prerequisite: PSYC 111/121 or instructor's written consent.

PSYC 213-3
Introduction to Developmental Psychology: Childhood and Adolescence (2,1,0)

This course deals with the developmental process from conception to adolescence. Theoretical perspectives and research data will be examined as they relate to physical, cognitive, and psychosocial aspects of development.

Prerequisite: PSYC 111/121 or Instructor's written consent.

PSYC 214-3
An Introduction to the Early History of Psychological Thought (2,1,0)

This course examines the historical roots of psychological thought from pre-scientific Roman and Hellenistic times up to the dawning of psychology as an empirical science in the 19th Century.

Prerequisite: PSYC 111/121, or Instructor's written consent.

PSYC 216-3
Introduction to Abnormal Psychology (3,0,0)

Psychopathology will be examined from historical, contemporary and cross cultural perspectives. Evolving models and issues will include biological, intra-psychic, and social-behavioural approaches to a wide range of disordered behaviours.

Prerequisite: PSYC 111/121 or instructor's written consent

PSYC 221-3
Introduction to Cognition (3,0,1)

A detailed introduction to empirical and theoretical aspects in the following core areas of psychology: human memory, perception, attention, language, and thinking.

Prerequisite: PSYC 111/121 or Instructor's written consent. PSYC 211 recommended.

PSYC 222-3
Introduction to Social Psychology (2,1,0)

This course examines how the social environment affects human behaviour, attitudes and personality. Specifically, the topics considered will include theories and methods of social psychology, social perceptions, affiliation, attraction and love, aggression and violence, prejudice and discrimination, cooperation and altruism, attitude change, group behaviours, and conformity and social influence.

Prerequisite: PSYC 111/121 or Instructor's written consent

PSYC 223-3
Introduction to Developmental Psychology: Adulthood and Aging (2,1,0)

An inquiry into the developmental changes from adolescence onwards with emphasis on adolescent adjustment, adult maturity and growth, middle age, retirement, old age, dying and death. Current research will be examined as it relates to physical, cognitive, and psychosocial development.

Prerequisite: PSYC 213 or Instructor's written consent

PSYC 224-3
History of Contemporary Psychology (2,1,0))

This course will examine and critically evaluate the origins and major issues in the science of psychology from the Age of Reason to contemporary developments. Methodological problems, key individual contributors, and major schools of thought will be examined to cast light on contemporary issues.

Prerequisite: PSYC 111/121, or Instructor's written consent. PSYC 214 recommended.

PSYC 230-3
Human Sexuality (3,0,0)

This course will examine the full range of sexual attitudes and behaviours as seen in contemporary society. Frank and open discussions in both lecture and small group format will be stressed.

Prerequisite: PSYC 111/121, or permission of the Instructor.

PSYC 300-6 (SS)
Behaviour Disorders (3,0,0)(3,0,0)

Detailed scientific overview of abnormal behaviour, including discussions of history, definitions and characterizations. Emphasis on interaction between psychological and biological factors involved in etiology, maintenance and treatment of psychopathology. This course qualifies as a prerequisite for PSYC 310.

Prerequisite: PSYC 111/121 or Instructor's written consent.

PSYC 302-3 (SS)
Infancy (3,0,0)

Human development during infancy. Cognition, perception, motor, social, emotional needs, brain development and their interactions from birth until the emergence of language.

Prerequisite: PSYC 111/121 or Instructor's written consent.

PSYC 303-3 (SS)
Tests and Measurement (3,0,0)

Theory and practice of mental measurement, including test reliability and validity, uses, administration, scoring, and interpretation.

Prerequisite: PSYC 111/121 or Instructor's written consent.

PSYC 304-6 (SC)
Brain and Behaviour (3,0,0)(3,0,0)

The focus of the course will be on what is known about brain processes involved in perception, motivation, aggression, emotions, psychopathology, and learning. This course should not be taken by students who wish to transfer to the B.Sc. Psychology program at UBC.

Prerequisite: PSYC 111/121 or Instructor's written consent. PSYC 211 recommended.

PSYC 306-6 (SC)
Principles of Animal Behaviour (3,0,0)(3,0,0)

An examination of animal behaviour from the perspective of evolutionary theory. Among the topics covered are: an introduction to the theory of evolution and behavioural genetics; social systems as ecological adaptations; mating and parental strategies; learning, instincts, and evolution; and the evolution of human behaviour. Credit will be given for only one of BIOL 310 or PSYC 306.

Prerequisite: PSYC 111/121 or Instructor's written consent. PSYC 211 or 221 recommended.

PSYC 307-6 (SC)
Motivation (3,0,0)(3,0,0)

Detailed discussion of concept of motivated behaviour and relevant theoretical perspectives, stressing unifying themes. Interplay of human and animal research in characterization of biological, experiential, and cognitive factors involved in control of behaviour such as hunger, thirst, sleep, aggression, exploration and curiosity, parental and reproductive behaviour, planning and decision-making, and complex processes involved in social motivation. Emphasis on interaction between internal and external influences on motivated behaviour, and distinction between causal and functional explanations.

Prerequisite: PSYC 111/121 or Instructor's written consent. PSYC 211 recommended.

PSYC 308-6 (SS)
Social Psychology (3,0,0)(3,0,0)

Theory and research of individual social behaviour; social motivation; attitudes; group interaction; socialization; racial prejudice; and related topics.

Prerequisite: PSYC 111/121 or Instructor's written consent.

PSYC 309-6 (SC)
Cognitive Processes (3,0,0)(3,0,0)

The contribution of cognitive processes to perception, attention, and memory. An examination of cognitive development, language, thinking and creativity.

Prerequisite: PSYC 111/121 or Instructor's written consent. PSYC 211 recommended.

PSYC 310-6 (SS)
Clinical Psychology (3,0,0)(3,0,0)

The purpose of this course is to provide you with a comprehensive overview of clinical psychology. The topics to be covered include the role of personality theory in clinical psychology, an overview of descriptive psychopathology, a consideration of issues in diagnosis and classification of disorders, an examination of the techniques used in assessment of intellectual and personality functioning, and a review of various approaches to therapeutic intervention. Areas of clinical psychology research will be discussed, as will issues of professionalism, and models of training. Instructor will attempt to give a sense of what it means to be a “Clinical Psychologist” today, of recent developments in clinical psychology, and of future directions in the field.

Prerequisite: One of PSYC 212, PSYC 216, PSYC 300

PSYC 313-6 (SC)
Sensation and Perception (3,0,0)(3,0,0)

Historical origins of interest in sensation; sensory systems and perceptual processes; psychophysics and neurophysiological approaches.

Prerequisite: PSYC 111/121 or Instructor's written consent. PSYC 211 recommended.

PSYC 314-3 (SS)
Health Psychology (3,0,0)

A critical survey of the basic research findings and theory on the relation between psychological factors (including behaviour, emotion, cognitive, personality and interpersonal relationships) and health. Topics include health-related behaviours such as smoking and drug use, the effects of stressful events on health, methods of coping with stress, the impact of chronic illness on the family, and social support systems.

Prerequisite: PSYC 111/121 or Instructor's written consent.

PSYC 315-3 (SS)
Childhood and Adolescence (3,0,0)

Human development from the preschool period through adolescence.

Prerequisite: PSYC 111/121 or Instructor's written consent.

PSYC 319-6
Experimental Design and Quantitative Methods (2,0,1)(2,0,1)

This course provides an integrated presentation of the methods, principles, and ethics of psychological research and explores the statistical techniques utilized for the analysis of these data. Instruction in the formal reporting of psychological studies is also covered.

Prerequisite: PSYC 111/121, PSYC 210 and PSYC 211

Note: Students who have credits for PSYC 317 (Research Methods and Design) and PSYC 318 (Analysis of Behavioral Data) will not receive additional credit for this course.

PSYC 320-3 (SS)
Theories of Personality 1 (3,0,0)

This course examines psychoanalytic and dispositional theories on the development of personality. Included are research findings, applications, and limitations with respect to the two approaches.

Prerequisite: PSYC 111/121

Note: Students with PSYC 305 may not take this course for credit

PSYC 321-3 (SS)
Theories of Personality 2 (3,0,0)

This course examines environmental and representational theories on the development of personality. Included are research findings, applications, and limitations with respect to the two approaches.

Prerequisite: PSYC 111/121

Note: Students with PSYC 305 may not take this course for credit

PSYC 322-3 (SS)
Adulthood and Aging (3,0,0)

Human development during adulthood through old age. Provides a background in basic issues, theories, and psychological research regarding adulthood and the aging process.

Prerequisite: PSYC 111/121 or Instructor's written consent.

Note: This course is equivalent to UVic PSYC 333B

PSYC 333-3 (SC)
Memory: Historical, Clinical and Cognitive Perspectives (3,0,0)

Representative topics include: classical and contemporary metaphors for memory and their impact on theory development; memory research in real world settings; reality monitoring; autobiographical memory; the concept of repression; and memory impairments associated with multiple personality disorder.

Prerequisite: PSYC 111/121 or Instructor's written consent.

Note: This course is NOT equivalent to UVic 333B. See PSYC 322.

PSYC 334-3 (SC)
Memory: Biological, Developmental, Social/Personality and Applied Perspectives (3,0,0)

Representative topics include: organic amnesia; remembering childhood events; the self and memory; and the problem of distinguishing genuine from simulated forgetting.

Prerequisite: PSYC 333 or Instructor's written consent.

PSYC 336-3 (SS)
The Psychology of Language 1 (3,0,0)

The fundamental psychological abilities underlying human language. Representative topics include animal versus human communication, language processing, lexical representation, and principles of on-line conversation.

Prerequisite: PSYC 111/121 or Instructor's written consent. PSYC 221 recommended.

PSYC 337-3 (SS)
The Psychology of Language 2 (3,0,0)

The psychological foundations of human language capability. Representative topics include: the relation between language and thought, deriving psychological principles from language universals; and the psychology of literacy, dyslexia, multilingualism and natural language processing.

Prerequisite: PSYC 336 or Instructor's written consent.

PSYC 440-3/6 (SC)
Directed Studies in Psychology (3,0,0)

Directed investigation of a problem, requiring a written report of the findings.

Prerequisite: Satisfactory standing and permission of a faculty member who is prepared to supervise the investigation.

Note: Cannot be counted towards major (i.e., towards minimum 30 credits)

Respiratory Therapy

RESP 157-3
Respiratory Therapy 1 (4,0,0)

This course provides an overview of the field of Respiratory Therapy, the hospital environment, legal aspects as well as a historical look at medicine. Also included is an in-depth study of the anatomy of the respiratory system.

Prerequisite: Admission to the Respiratory Therapy program.

RESP 158-3
Instrumentation 1 (3,0,3)(L)

This course introduces students to a wide variety of Respiratory Therapy equipment. The learner will develop a thorough understanding of the functioning and patient application of the equipment. Areas covered include gas regulators and administration devices, humidifiers and aerosol therapy.

Prerequisite: Admission to the Respiratory Therapy program.

RESP 168-3
Instrumentation 2 (3,0,6)(L)

A continuation of RESP 158, including controlled environments, oxygen controlling devices, artificial airways, resuscitators, oxygen analyzers, non-invasive monitors, volume and flow measuring devices, suction, quality assurance and time unit management.

Prerequisite: Successful completion of the first semester of the Respiratory Therapy program

RESP 169-3
Functional Analysis of Mechanical Ventilation (3,0,0)

This course will deal with the two separate aspects involved in analyzing the functions of various types of ventilation. First, the student will receive lectures concerning the physiologic and clinical factors of controlling ventilation. Secondly, the student will be required to analyze the various types of ventilators in terms of their functional specifications.

Prerequisite: Successful completion of the first semester of the Respiratory Therapy program

RESP 250-3
Pathophysiology 1 (3,1,0)

This course will deal with disordered function of various body systems excluding the respiratory system.

Prerequisite: Admission to the second year Respiratory Therapy program.

RESP 251-3
Pharmacology (3,0,0)

This course is designed to give the student specific information concerning respiratory drugs, CNS depressants, cardiovascular agents, diuretics and antibiotics. Topics covered will include effects, side effects, route of administration, general clinical uses and the possible benefits and hazards that these drugs impose upon patients.

Prerequisite: Admission to the second year Respiratory Therapy program.

RESP 255-3
Mechanical Ventilation (4,1,5.5)(L)

Mechanical Ventilation is a very precise and complex form of life support for the critically ill patient. In order to prepare the student to function safely in this environment, the course has been subdivided into three major aspects of mechanical ventilation. The functional analysis of ventilators and their mechanical specifications will supply the student with the abilities and limitations of individual ventilators. The understanding of individual ventilators and the ability to evaluate new ventilators will help the student with the most important facet of mechanical ventilation; the evaluation of the machine-patient interface with both laboratory and clinical findings.

Prerequisite: Admission to the second year Respiratory Therapy program.

RESP 257-3
Blood Gas Analysis (3,1,3)(L)

The student will gain an understanding of theory related to blood gases and the patient, sample collections, and analysis. The student will be able to understand the results of blood gas analysis and relate these to the management of the patient and his/her condition.

Prerequisite: Admission to the second year Respiratory Therapy program.

RESP 259-3
Patient Assessment (3,1,2)(L)

This course will deal with the many aspects of monitoring physiological functions of the body. Included will be techniques involving invasive and non-invasive types of monitoring.

Prerequisite: Admission to the second year Respiratory Therapy program.

RESP 260-3
Pathophysiology 2 (3,1,0)

A continuation of RESP 250. This course deals with the pathophysiology of respiratory disorders including infectious diseases, obstructive diseases, immunologic, inhalational, and aspirational diseases. Also included are oxygen toxicity, pulmonary neoplasms, chest trauma and diseases, and neuromuscular disorders affecting respiration.

Prerequisite: Successful completion of the third semester of the Respiratory Therapy program.

RESP 262-3

Anaesthesia (3,0.5,1)(L)

The active role of the Respiratory Therapist in the field of anaesthesia is rapidly expanding. The student will attain a working knowledge of the equipment utilized in this area. He/she will also gain an understanding of the technical and clinical aspects of anaesthesia and be aware of the techniques of administering and maintaining safe anaesthetic practices.

Prerequisite: Successful completion of the third semester of the Respiratory Therapy program

RESP 263-3

Neonatology (3,1,2)(L)

This course will help prepare the student to be an active and knowledgeable member of the neonatal care team. Respiratory care and monitoring of neonates requires a great deal of precision which makes the job very demanding. The student will receive lectures which span human development from conception to postpartum. Physiology and pathophysiology along with selective treatment and associated technology will be explored. The course will deal with life support systems associated with respiratory care.

Prerequisite: Successful completion of the third semester of the Respiratory Therapy program.

RESP 268-3

Pulmonary Function (3,0.5,2)(L)

Upon completion of this course the student will be able to recognize the indications for, and explain data obtained from, routine pulmonary function testing as well as perform these tests at a high standard. This will include spirometry, FRC and RV testing by helium and nitrogen methods and carbon monoxide transfer by single breath. The student will have full comprehension of the equipment used and the needs and methods for quality control.

Prerequisite: Successful completion of the third semester of the Respiratory Therapy program

RESP 270-3

Patient Care Procedures (4,1,4.5)(L)

This course is designed to deal with procedures in patient care. This will include lectures on the basics of cardio-pulmonary rehabilitation, medical gas therapy, and the care of the acutely ill patient.

Prerequisite: Successful completion of the third semester of the Respiratory Therapy program

RESP 272-3

Professional Issues in Respiratory Care (3,0,0)

This course is topic driven yet anchored to historical issues for the Respiratory Therapist practising in the Canadian Health Care System. In a rapidly changing health care future, the expectation of a “job for life” for the graduate is uncertain. The skills required for survival of today’s graduate include negotiation of role, liaison with community agencies and an emerging need for multiskilling.

The course will be seminar based utilizing small group interaction when discussing issues. Assessment of students progress will be assignment oriented.

Prerequisite: Successful completion of the third semester of the Respiratory Therapy program

Respiratory Therapy Clinical

RTCL 304-8

Neonatal and Pediatric (8 weeks)

This course is designed to assist the student in the development of skills, and comprehensive understanding of Neonatal/Pediatric Respiratory Care. At the completion of this segment, the student will be expected to funtion in the capacity of a Respiratory Therapist.

Prerequisite: Successful completion of the academic portion of the Respiratory Therapy program.

RTCL 311-19

Respiratory Therapy Clinical (Level 1) (22 weeks)

Level 1 experience is designed to allow the student to gain exposure to all clinical rotations. The student will function under the supervision of a Respiratory Therapist. Successful completion of this segment requires meeting the objectives listed.

Prerequisite: Successful completion of the academic portion of the Respiratory Therapy program.

RTCL 312-15

Respiratory Therapy Clinical (Level 2) (17 weeks)

Level 2 experience is designed to allow the student increased exposure in all Level 1 areas. The student will be expected to function in the capacity of a Respiratory Therapist at the completion of Level 2. Successful completion of this segment requires meeting the objectives listed.

Prerequisite: Successful completion of the academic portion of the Respiratory Therapy program.

Respiratory Therapy Clinical Theory

RTCT 315-4

Respiratory Therapy Clinical Theory (Level 1)

This course consists of a series of academic half days dedicated to the review and examination of didactic material related to clinical practice. It is a comprehensive overview and integration of all three years of the program.

This course will include a combination of lectures, case studies and seminars presented by therapists, physicians and other health professionals. The clinical coordinator is responsible for course continuity. The site coordinators are responsible for on-site delivery and organization. The student will be expected to build upon the theoretical knowledge in the first two years of the program.

Prerequisite: Successful completion of the academic portion of the Respiratory Therapy program.

RTCT 316-3

Respiratory Therapy Clinical Theory (Level 2)

This course consists of a series of academic half days dedicated to the review and examination of didactic material related to clinical practice. It is a comprehensive overview and integration of all three years of the program.

This course will include a combination of lectures, case studies and seminars presented by therapists, physicians and other health professionals. The clinical coordinator is responsible for course continuity. The site coordinators are responsible for on-site delivery and organization. The student will be expected to build upon the theoretical knowledge in the first two years of the program.

Prerequisite: Successful completion of the academic and clinical portions of level 1.

Service Learning

SERV 300-3

Service Learning (Third Year) (0,0,5P)

Service Learning 300 provides third-year students with faculty supervised service learning opportunities. Academic service learning provides a venue for senior-level students to share their knowledge and skills with the community through approved community-based projects. These service learning projects may be initiated by students, by community members, groups, agencies, and organizations, and by faculty - but to qualify for service learning credit, a faculty member must first authorize the course and then agree to both supervise and evaluate the project.

Criteria for authorizing service level credit: the student's service learning must demonstrate civic participation, community involvement, and require some measure of formal critical reflection; in addition, the project must involve students (normally 3 - 5 hours per week) in organized community service that addresses local needs.

Students may receive service learning credit by working individually or in cohorts of up to 5 students on the same community project. Normally, students meet with the faculty supervisor for initial consultation and/or training during the first week of classes; after the initial meeting, students are expected to keep the faculty supervisor informed about the project on a regular basis. At the end of the course, students will present the faculty supervisor with an evaluation form completed by the community group, agency, or organization served and some combination of the following: a research paper, report, or document; a student journal or activity log; a presentation, performance, or exhibition.

Prerequisite: Third-year standing

SERV 400-3
Service Learning (Fourth Year) (0,0,5P)

Service Learning 400 provides fourth-year students with faculty supervised service learning opportunities. Academic service learning provides a venue for senior-level students to share their knowledge and skills with the community through approved community-based projects. These service learning projects may be initiated by students, by community members, groups, agencies, and organizations, and by faculty - but to qualify for service learning credit, a faculty member must first authorize the course and then agree to both supervise and evaluate the project.

Criteria for authorizing service level credit: the student's service learning must demonstrate civic participation, community involvement, and require some measure of formal critical reflection; in addition, the project must involve students (normally 3 - 5 hours per week) in organized community service that addresses local needs.

Students may receive service learning credit by working individually or in cohorts of up to 5 students on the same community project. Normally, students meet with the faculty supervisor for initial consultation and/or training during the first week of classes; after the initial meeting, students are expected to keep the faculty supervisor informed about the project on a regular basis. At the end of the course, students will present the faculty supervisor with an evaluation form completed by the community group, agency, or organization served and some combination of the following: a research paper, report, or document; a student journal or activity log; a presentation, performance, or exhibition.

Prerequisite: Fourth-year standing

Science

SINC 040-3
Introduction to Science (5,0,0)

ABE – Intermediate: A study of the fundamentals of science and the role that science plays in our everyday life. Emphasis is given to the three major areas of scientific study: biology, chemistry and physics, and to the methods by which scientific knowledge is gained and organized. Some experiments are required.

Note: This course is taught by the College Preparation Department.

SINC 050-3
Foundations of Science (5,0,2)

ABE – Advanced: This course introduces important basic science concepts relevant to the general or allied health sciences. The principles of chemistry, biology and physics are covered in a manner which emphasizes the links between disciplines. This course will sufficiently strengthen the students' background in science, so that they can further explore their area of interest.

Note: This course is taught by the College Preparation Department.

Social Science

SOSC 060-3
Introduction to Social Sciences

This course provides an overview of the following disciplines of social science: Anthropology, Psychology, Political Science, Sociology and History.

Note: This course is taught by the College Preparation Department.

Sociology

Note: For more details on courses available this year, see The Guide to Sociology Courses by contacting the Sociology Department.

SOCI 111-3
Introduction to Sociology 1 (2,1,0)

An introduction to the concepts and techniques employed in the study of social relationships. The course examines diversity and change in society focusing on culture, socialization, social roles, gender, and education topics that encourage the student to locate herself or himself in this society and community.

SOCI 121-3
Introduction to Sociology 2 (2,1,0)

In the second of the introductory courses, the focus is principally on major institutions in society such as the family, religion, politics and economy; on structured forms of inequality reflected in class, race and gender relations, and on forms of deviance and social control.

Prerequisite: SOCI 111

SOCI 201-3
Race and Ethnic Relations (3,0,0)

This course will focus on sociological descriptions and explanations of race and ethnic relations in Canada. It will look briefly at biological and sociobiological theories of racial differences, and will use sociological theories to background the social implications of racial and ethnic harmony. Particular attention will be paid to issues concerning First Nations People.

Although it will concentrate on the Canadian situation, comparisons to other areas of the world will be included. Special notice will be given to Aboriginal Peoples in other countries, such as New Zealand and Australia, which have been colonized and subordinated by migrating Europeans.

Prerequisite: SOCI 111/121

SOCI 210-3
Canadian Social Issues(3,0,0)

Descriptive and analytic survey of such features as demographic characteristics, class structure, ethnicity, and regional variation in Canadian society as a basis for understanding current social issues.

Prerequisite: SOCI 111 and 121

SOCI 213-3/6
Women in Comparative Perspective (3,0,0) or (3,0,0)(3,0,0)

An exploration of topics from Sociology focusing on explanations, in current and historical perspective, for variations in the situation of women.

Prerequisite: SOCI 111/121

SOCI 216-3
The Family in Cross-Cultural Perspective (3,0,0)

Introduction to marriage, sexual relationships and family issues. A cross-cultural comparison of family and kinship to provide an understanding of variations in the structure and meaning of marriage relations; forms of domestic organization; and the sexual division of labour, property and inheritance. Same as UBC SOCI 214.

Prerequisite: SOCI 111/121

SOCI 223-3
Collective Behaviour (2,1,0)

Introduction to the analysis of crowd and mass action. Forms of collective behaviour, such as riots, fads, demonstration, public opinion and emergent social movements will be described and analyzed.

Prerequisite: SOCI 111/121

SOCI 226-3
Medical Sociology (2,1,0)

The focus of this course is on the social factors which influence help seeking and illness behaviour as well as the nature and organization of Canada's health care system. The main purpose of this course is to

illustrate that health and illness are not entirely individual phenomena, but that the cause, distribution, and consequences of injury and illness are at least partly the product of social, economic, and political factors. Topics covered in this course will include policy and delivery of health care; interaction between health care providers and patients; occupational health and safety; environment, work and illness; health care and the elderly; and inequality and health care.

Prerequisite: SOCI 111/121

SOCI 250-3
Crime and Society (2,1,0)

This course introduces the central issues of criminology: the definition of crime; methods of research into criminal activities, the operation of the criminal justice system in the "making" and "controlling" of crime, and theories that are used to explain the origins of crime and criminality.

Prerequisite: SOCI 111/121

SOCI 259-3
Deviance and Control (3,0,0)

The aim of this course is to familiarize students with current controversies over the sources of criminal recidivism (repeat offences) and the appropriate means of predicting criminal careers. The course will centre on deviant and criminal careers from the perspective of lifecourse, lifestyles, and occupations, with emphasis on how this perspective is developing in the fields of sociology and criminology and its implications for criminal corrections.

Prerequisite: SOCI 111/121

SOCI 262-3
Sociology of the Environment (3,0,0)

This course will focus on sociological explanations of environmental issues. How environmental issues come to be defined as such is a key portion of the course. Important to this is the way in which a society defines and uses natural resources. Social values, norms and policies regarding the definition of private and public property rights of renewable and non-renewable resources will be studied in both historical and global context. An historical context will allow us to look at changes in norms, values and definitions. The global context will allow us to put both the historical and present trends into perspective.

Prerequisite: SOCI111/121

SOCI 310-6
Canadian Society (3,0,0)(3,0,0)

Examination of selected features of the social organization of Canadian society which will include, for example, the relationships between industrial organization and other social institutions and processes, such as family structure, welfare systems, crime rates, ethnic relations, industrial and political conflict.

Prerequisite: SOCI 111/121

SOCI 312-6
Gender Relations (3,0,0)(3,0,0)

The nature of gender relations, their social and cultural expression, and theories of gender inequality drawn from anthropological or sociological research.

Prerequisite: SOCI 111/121

Same course as ANTH 312

SOCI 316-3
Sexuality (3,0,0)

The course examines sexuality in its multiple dimensions. Sexuality is a set of discourses about 'good' and 'bad' sexual practices. It is a part of any society's social institutional structure. It is the basis of both progressive social movements and regulatory or repressive counter-movements.

Prerequisite: SOCI 111 and 121

SOCI 350-6
Theoretical and Methodological Problems in Sociology (2,1,0)(2,1,0)

Sociological theories and their relationship to methodological issues in the discipline. The course examines procedures by which sociological explanations are made, problems of objectivity in sociology, and current topics in sociological theory.

Prerequisite: SOCI 111/121

SOCI 352-3/6
Organization of Work (3,0,0)

The meaning of work and leisure. Properties of work organization: division of labour and specialization; technology and working knowledge; means of coordinating work, such as cooperation, authority, and exchange. Research problems concerning work in households, offices, and industry, division of labour by gender, industrial democracy, and the relation of work and social inequality.

SOCI 360-3
Sociology and Natural Resources (3,0,0)

Sociological perspectives on property, resource development, resource communities, and resource industries. Social causes and consequences of change in the social organization (e.g. ownership and the labour force); and social policies (e.g. land use, property rights) in industries such as agriculture, fishing, forestry, and mining. The course may also include examination of social aspects of resource development in the Third World.

Prerequisite: SOCI 111/121

SOCI 361-3
Social Inequality (3,0,0)

Tendencies toward equality and inequality; manifestations of inequality (occupation, ethnic groups, income, power) and their consequences; caste and class features of major stratification systems; theories of social class; stratification profile of contemporary industrial societies.

Prerequisite: SOCI 111/121

SOCI 368-6
Deviance and Social Control (3,0,0)(3,0,0)

An analytic framework for the study of the generation and control of deviant activities, with emphasis on societal processes directed to the recognition and organizational treatment of "deviants" as a phenomenon. The course stresses theoretical issues rather than social problems and their remedy.

Prerequisite: SOCI 111/121

SOCI 371-3
Introduction to Social Statistics

The logic and interpretation of statistical concepts and techniques in the social sciences. Specific topics include measurements, distributions, cross tabular analysis, bivariate correlation and regression, sampling, elementary probability and statistical inference.

Note: Students may normally receive credit for only one of the following: BIOL 300, BUEC 232, MATH 120, PSYC 210, SOCI 371, STAT 200

SOCI 380-3
Introduction to Social Survey Design and Analysis (2,1,0)

Questionnaire design, interviewing, sampling, and analysis of survey data.

Prerequisite: SOCI 111/121

SOCI 382-3
Socio-Ethnographic Research Methods in Sociology (Qualitative Methods) (2,1,0)

This course introduces the six main ways of collecting "qualitative" (non-numerical) data: interviewing, focus groups, ethnography, sociometry, "unobtrusive" measures, and historiography. We will also be concerned with ways of "making sense" of such data, using non-numerical techniques.

Prerequisite: SOCI 111/121

SOCI 413-3/6
Family and Kinship (3,0,0) or (3,0,0)(3,0,0)

A cross-cultural survey of ways of defining family relationships and kinship organizations, including theoretical analysis as well as case studies.

Prerequisite: SOCI 111/121

SOCI 460-3
Globalization (2,1,0)

This course examines the origins, nature and impact of globalization in the modern world. Links between nations, regions and peoples are increasing at an unprecedented rate. New technologies make possible forms of interdependence previously unimaginable. But the consequences of these changes are not uniform. The impacts of globalization vary from region to region. This course will explore how people from different nations view globalization. It will also consider how groups work to ensure that globalization contributes to desirable outcomes in local contexts.

SOCI 462-3/6
Social Change (3,0,0) or (3,0,0)(3,0,0)

Overview of the sweeping social changes and movements that have accompanied the modernization and post-modernization of Western Europe and North America. This includes the emergence of total war, world wars, the rise and fall of fascism and communism, the technological revolution, countercultures and youth movements, periods of boom and depression and the transition to a post-industrial, post-modern society.

Prerequisite: SOCI 111/121

SOCI 464-3/6
Social Movements (3,0,0) or (3,0,0)(3,0,0)

Introduction to the theories and concepts of social movement analysis through the reading of classic studies of actual social movements, political reform and revolution struggles and direct action protests by ordinary people trying to change society from below.

Prerequisite: SOCI 111/121

SOCI 466-3/6
Socialization and Education (3,0,0) or (3,0,0)(3,0,0)

Study of induction into social structures and the acquisition of membership in society. Includes the structure and influence of educational and other socializing institutions.

SOCI 470-3
Sociology of Crime and Justice (3,0,0)

Critical examination of specific forms of crime and delinquency in relation to the criminal justice systems of the common law (adversarial) and civil (inquisitorial) law traditions, including law, law enforcement, courts and corrections. Issues of ethics, morality and social justice will be raised.

Prerequisite: SOCI 111/121

SOCI 473-3
Global Social Change (3,0,0)

The course provides an introduction to the study of issues facing ordinary people in the formerly colonized countries of Asia, Africa and Latin America. Issues covered may include: dictatorship and human rights abuses; unequal economic development; struggles for decolonization and independence; the status of women; environmental degradation; the situation of ethnic minorities and aboriginal peoples. The course also examines social movements that operate in more than one country, often in order to deal with global-level issues.

Prerequisite: SOCI 111/121

SOCI 475-3
Contemporary Social Movements (3,0,0)

Introduction to the major social movements of our time created by people trying to change society from below as well as to conservative and reactionary counter-movements. This includes such movements as the Women's, Environmental, Trade Union, Social Democratic, Communist, Civil Rights and Black Power, Gay and Lesbian, Quebec Independence, Aboriginal, Anti-War and Anti-Nuclear, Student and Youth, Left Libertarian and Counter-Cultural movements.

Prerequisite: SOCI 111/121

SOCI 484-3/6
Sociology of Health and Illness (3,0,0) or (3,0,0)(3,0,0)

Sociologial perspectives on health, illness, and health care as represented in classic and contemporary sociological studies of selected topics such as illness experience, social aspects of the practice of health professionals, training of health professionals, and the social organization of health delivery systems.

Prerequisite: SOCI 111/121

Social Service

SOCS 165-4
Field Work 2 (0,2,8)

This course requires students to continue the practicum placement started during the fall semester. The focus of the practicum in this semester is on the application of knowledge and the practice of skills for social service practice with a field setting. Students will apply the theory and skills learned in fall and winter semester courses in a hands on way in an agency setting.

Prerequisite: All Fall semester courses. Admission to the Human Service Programs.

SOCS 166-3
Field Work 3 (0,2,32)

Students complete this program by participating in a six week practicum during the April-May semester. This practicum requires students to work full-time in a human service agency in Kamloops or a surrounding community. Students may be required to work shift work. Students must successfully complete this practicum to receive their certificate.

Prerequisite: All Fall and Winter courses. Admission to the Human Service Programs.

Social Work

SOCW 200A-3
An Introduction to Social Work Practice (3,0,0)

An introduction to the general practice of social work with particular emphasis on practice in rural communities and with emphasis in interdisciplinary approaches and the roles of consumer and self help groups in the helping process. This course reviews the knowledge bases and skills of social work practice, and assists students to evaluate their interests and capacities for entering the profession of social work.

Prerequisite: Second year standing

SOCW 200B-3
An Introduction to Social Welfare in Canada (3,0,0)

An introduction to and analysis of major social policies and programs in Canada. Emphasis will be given to policies in income security, corrections, health, family and children, and housing and will include an examination of the role of the social worker in formulating policy.

Prerequisite: Second year standing

SOCW 301-3
The Research Practitioner in the Human Services (3,0,0)

The objectives of this course are that the students will be able to: define research practitioner; understand the different ways of gaining knowledge; understand the use of descriptive, associative and inferential statistics in data analysis; apply research and evaluation studies.

Prerequisite: SOCW 200A and 200B

SOCW 302-3
Data Analysis in the Health and Human Service Professions (3,0,1)

This course is designed to facilitate learner understanding of the data analysis process in relation to research-based professional practice in nursing and social work. Students will apply a range of analytical techniques to both quantitative and qualitative date. This course will enhance the learner's ability to analyze data and critically review research literature applicable to their professional practice.

Prerequisite: SOCW 200A and 200B, third year standing or permission of the instructor

SOCW 304-6
Social Work Field Practice (0,0,14)

In the third year field placement, students are assigned a wide range of responsibilities at the individual, group and community level. Precise objectives will be established on a contract basis between students, faculty

and the agency. This practicum is completed two days a week during the Winter Semester plus a three week block (5 days a week) after classes are over.

Prerequisite: SOCW 306, 353

Corequisite: SOCW 307

SOCW 306-3
Theory and Ideology of Social Work (3,0,0)

This course examines social work theory and ideology. Ecological/systemic, strengths, feminist and radical perspectives are examined as a base upon which social work practice may be developed. Social, political and economic beliefs and values will be critically analyzed.

Prerequisite: SOCW 200A and 200B

SOCW 307-3
Models of Social Work Practice (2,2,0)

This course reviews and examines social work practice models such as: humanist/existential, ecological, task-centred, behavioural, feminist, cognitive, and radical/structural. The seminar focuses on the integration of communication skills, practice experience and theoretical knowledge.

Prerequisite: SOCW 353 and SOCW 306

Corequisite: SOCW 304

SOCW 353-3
Communication Skills for Social Work Practice (3,0,0)

This course focuses on the development of interviewing skills and on the application of these skills in the social work process. The students will learn basic concepts, skills and methods in the conscious, disciplined use of self within a purposeful intervention framework. To increase self-awareness and skill development.

Prerequisite: SOCW 200A and 200B

SOCW 354-3
An Introduction to First Nations Issues and Human Services (3,0,0)

This course will critically examine the historical process of colonization in Canada, the resulting barriers embedded in policy and practice, and alternative ways of viewing the social-psychological position of First Nations people in Canadian society. Contemporary issues and the movement toward self-determination will be discussed in relation to social work theory and practice.

Prerequisite: SOCW 200A and 200B, third year standing or Instructor's written consent.

SOCW 355-3
Human Development (3,0,0)

The objectives of this course are to: (1) introduce students to concepts and models of how human behaviour is acquired, maintained and modified; and (2) to develop an understanding of normal human development as a knowledge base for practice with individuals, families and groups in a rural context.

Prerequisite: SOCW 200A and 200B, third year standing or Instructor's written consent.

SOCW 357-3
Social Work, Law and Social Policy (3,0,0)

This course provides a basic introduction to legal issues and examines the social impact of legislation and policy. Students will develop a beginning knowledge base in areas of law particularly relevant to social work practice.

Prerequisite: SOCW 200A and 200B

SOCW 358-3
Legal Skills for Social Workers (3,0,0)

This course introduces theory and practice approaches to mediation, alternative dispute resolution and advocacy. A moot court experience develops skills in evidence-giving, investigation and report writing. Students will participate in role play and practice simulations.

Prerequisite: SOCW 357

SOCW 359-3
Advanced Interviewing and Intervention Skills (3,0,0)

This course will build on established communication skills and focus on social work interviewing and intervention with diverse social and cultural groups. Students will progress from skills in a culturally sensitive manner in problem-solving situations. Several theories of intervention will be introduced, practiced and critiqued by students. Students will be encouraged to develop their own integrated approach, and to interpret how their identity influences their social work practice.

Prerequisite: SOCW 353

SOCW 376-3
Child Welfare Practice (3,0,0)

This course will focus on the knowledge, methods and skills of social work practice in the field of child welfare. The course will provide an overview of the current child welfare system, services, and practices. Students will explore and analyze the impact of the services and practices on the child and family. The course will focus on the connection between child welfare policy and practice with diverse populations, and on understanding the importance of personal and professional values and ethics within a climate of constant change.

Prerequisite: SOCW 200A and 200B, third year standing

SOCW 400-3
Policy in the Human Services (3,0,0)

The objectives of this course are to provide an introduction to the main organizational structures of, and stages in, the social policy making process in Canada; to strengthen skills in the analysis of policies and programs in Canadian human services; to critically examine different ideologies and theories through which the welfare state has been examined in various countries and to develop an appreciation of the inter-disciplinary nature of social policy as a field of academic and applied activity.

Open to Social Work and Nursing students

Prerequisite: SOCW 200A and 200B, or instructor's written consent

SOCW 402-9
Social Work Field Practice (0,0,35)

The intent of this course is to refine intervention skills at the individual, family, group and community level. Precise objectives will be established on a contract basis between students, faculty and the agency. Entry into this course will be restricted to fourth year students, and is generally completed four days a week during the Winter Semester.

Prerequisite: SOCW 304 and fourth year standing

Corequisites: SOCW 403

SOCW 403-3
Generalist Social Work Practice (3,0,0)

This course has the objectives of:

(a) strengthening the students' understanding of generalist social work practice and problem solving approaches.

(b) heightening the students' ability to recognize and grapple with ethical dilemmas, and

(c) providing students with an opportunity to think critically about their own conceptual and philosophical orientation to social work practice.

Prerequisites or corequisites: SOCW 402

SOCW 450-3
Human Service Organizations and Social Administration (3,0,0)

The objective of this course is to provide students with an understanding of components and dynamics of human service organizations so that they may practice more effectively within these organizations and participate in their development and change.

Prerequisites or Corequisites: SOCW 200A and 200B, fourth year standing or permission of the instructor.

SOCW 452-3
Educational Strategies in Social Work: Content and Process (3,0,0)

This course focuses on the use of adult education as a strategy for individual and social change. The course uses the medium of student presented workshops, to achieve its objective of developing skills and knowledge for planning and delivery of educational programs.

Prerequisite: SOCW 200A and 200B, fourth year standing or permission of the instructor.

SOCW 455-3
Community Development (3,0,0)

This course provides the student with an introduction to the philosophy, history, models and methods of communitarian practice in small urban and rural communities. The course explores the processes of naming needs and developing resources to meet needs in contexts such as social services, social networks, and social movements.

Prerequisite: SOCW 200A and 200B, fourth year standing or permission of the instructor.

SOCW 460-3
Special Topics in Social Work and Social Welfare (3,0,0)

This is a variable content course that will deal with special issues in social welfare and approaches to social work practice. Restricted to students in third or fourth year.

Prerequisite: SOCW 200A and 200B, third year standing

SOCW 461-3
Social Work With Groups (3,0,0)

Groups may be the most widely used modality in social work practice. They provide a vehicle for treatment, task accomplishment, self-help, mutual aid, community intervention, peer supervision and professional association. The principal objective of this course is to introduce students to group work for the generalist social worker. Group work will be examined from a variety of theoretical and practice orientations.

Prerequisite: SOCW 200A and 200B, third year standing or permission of the instructor

SOCW 466-3
Addictions (3,0,0)

This course is designed to give students an introduction to substance misuse and compulsive and addictive behaviour. Major addiction theories will be examined and the role of Social Work will be explored with respect to a variety of client groups. Students will acquire knowledge of the local network of available services and resources. Finally, the course will foster a critical perspective on government policy and addictive substances.

Prerequisite: SOCW 200A and 200B, third year standing or permission of the instructor

SOCW 476-3
Family and Child Welfare Policy (3,0,0)

This course provides a critical examination of family and child welfare policy and practice issues. The conceptual framework will include an examination of ideological influences, as well as the importance of a gender, race and class analysis regarding family and child welfare issues and practice in Canada.

Prerequisite: SOCW 200A and 200B, fourth year standing or permission of the instructor.

SOCW 477-3
Family Practice (3,0,0)

The primary objective of this course is to introduce students to interdisciplinary theoretical perspectives and practice approaches that are relevant for working with the contemporary family in all its forms. A family systems framework and a feminist perspective will provide the theoretical base from which students will begin to develop their own family practice skills through use of video, class exercises and lab experiences.

Prerequisite: SOCW 200A and 200B, fourth year standing or permission of the instructor.

SOCW 478-3
Introduction to Disability Studies (3,0,0)

This course is intended to orient students to issues affecting people with disabilities within a framework of human rights, citizenship and inclusion. As a required course for the Child Welfare Specialization, the course engages students in an examination of their own beliefs and attitudes about disability and discusses the skills and knowledge required for anti-ableist practice. Significant events and the contributions of pioneers in the disability rights movement are explored. The roles and perspectives of people with disabilities, family members and professionals are considered in relation to a range of pertinent topics, and an analysis of values, theory, policy and practice.

Prerequisite: SOCW 200A and 200B or permission of the instructor

SOCW 490-3
Directed Studies (3,0,0)

This independent study course is designed to allow students the opportunity to investigate a specific issue within a field or topic in social work such as gerontology, mental health, sexual assault or corrections. Consultation with, and permission of, a faculty member and the Associate Dean is required.

Spanish

SPAN 111-3
Introductory Spanish 1 (4,0,0)

The focus of this beginner's course is on the development of communicative skills in speaking, listening, reading and writing as well as on the culture of the Spanish-speaking world. This course makes extensive use of multimedia and computer programmes to facilitate and enhance learning.

This course is not open to students with recent Spanish 11. If in doubt regarding placement, please consult with Modern Languages department (especially if you had no Spanish in the last two years or more).

Prerequisite: None

SPAN 121-3
Introductory Spanish 2 (4,0,0)

A continuation of SPAN 111.

If in doubt regarding placement, please consult with Modern Languages department (especially if you had no Spanish in the last two years or more).

Prerequisite: SPAN 111 or equivalent

SPAN 211-3
Intermediate Spanish 1 (4,0,0)

This course further develops communicative skills in speaking, listening, reading and writing and deals with language from a variety of different areas, registers and periods. This course make extensive use of multimedia and computer programmes to facilitate and enhance learning.

If in doubt regarding placement, please consult with Modern Languages department (especially if you had no Spanish in the last two years or more).

Prerequisite: SPAN 121 or equivalent

SPAN 221-3
Intermediate Spanish 2 (4,0,0)

A continuation of SPAN 211.

If in doubt regarding placement, please consult with Modern Languages department (especially if you had no Spanish in the last two years or more).

Prerequisite: SPAN 211 or equivalent

Speech

SPEE 150-3
Speech Communication (3,0,0)

A performance oriented course designed to present students with a study of the oral communication process, and the presentational skills required in the preparation of effective oral communications.

Prerequisite: None

SPEE 160-1
Speech Communication (4,0,0)

This course prepares students for the variety of oral communication situations that they will encounter in their chosen occupational field. Specifically, students will develop an understanding of the basic concepts and principles of oral communication as well as the skills for informative and persuasive communications.

Prerequisite: ENGL 150. Admission to the Human Service program.

SPEE 250-3
Business Presentations (3,0,0)

A study of the communication skills necessary to effectively plan and to conduct business presentations.

Prerequisite: 3 credits of academic English-one of ENGL 110 or ENGL 111 or ENGL 121 or equivalent.

Student Success Seminars

STSS 050-3
An Introduction to Student Success (4,0,0)

An Introduction to Student Success 050 is designed for College Preparation students to enhance their learning skills and to promote success in their lifelong learning. The course is experimental in nature with practical applications and small group activities designed to improve students' success.

Prerequisite: English 040 or equivalent

STSS 100-3
Student Success (0,3,0)

Learn to be successful and get elective credit towards a B.A. or a B.Sc. Facilitation, small group experiences and ongoing self-assessment provide an opportunity for students to learn and adopt methods to enhance success at UCC as well as life-long learning skills. Each session builds on previous content and anticipates the session which follows, thus building a framework for success.

The course is three hours per week for 13 weeks of the semester.

A selection of the following topics/skills are included:

- learning styles
- time management
- memory techniques
- note taking
- test taking/test anxiety
- reading techniques
- communication
- critical thinking
- personal well-being
- values clarification
- goal setting
- career planning
- stress reduction
- resources
- effective relationships
- creating balance in your life
- organization
- money management

Prerequisite: 73% on the combined English 12 and Government exam (within the last 5 years) or Level 4 on the composition section of the Language Proficiency Index (within the last 2 years) or completion of ENGL 060 or completion of CESL 057 and CESL 058 (Grades of B- or better)

Telecommunications

TCOM 210-3
Basic Radio (90 hours)

This course makes the student familiar with AM and FM radio principles and the operation of radio receivers and transmitters.

Prerequisite: ELEC 125

TCOM 211-1
Transmission Lines / Antennas (30 hours)

This course is designed to make the students familiar with the terminology and principles associated with transmission lines and antennas and demonstrates to the students wave propagation and antenna designs.

Prerequisite: ELEC 125

TCOM 212-3
Advanced Microprocessors / Interfacing (90 hours)

This course prepares the student to install, test, modify and troubleshoot microprocessor controlled systems and devices.

Prerequisite: ELEC 125

TCOM 213-2
Advanced Printed Circuit Boards Repair (60 hours)

This course prepares the student so that they can perform non-destructive repairs to hole-through and surface-mount circuit boards.

Prerequisite: ELEC 125

TCOM 214-3
Advanced Radio (90 hours)

This advanced course in radio provides the students with the knowledge to enable them to install, test, troubleshoot and repair mobile radios and their associated antennas and includes the theory and testing of cellular radios.

Prerequisite: TCOM 210

TCOM 215-2
Telephone Systems (60 hours)

This course is designed to make students familiar with the terminology and principles associated with the telephone industry and students learn about the functions of telephone components, connectors and cables.

Prerequisite: ELEC 125

TCOM 216-1
Digital Communications (60 hours)

This course is designed to provide students with the understanding of system conversions of analog to digital and digital to analog that are used in telecommunications systems.

Prerequisite: ELEC 125

TCOM 220-2
Data Communications (60 hours)

This course is designed to provide students with the terminology and principles associated with data communications and to enable them to make the appropriate cable connections and install, test and troubleshoot data communications links.

Prerequisite: TCOM 216

TCOM 221-1
Networking (30 hours)

This course is designed to make the students familiar with the terminology and principles associated with networks and provide skills necessary to install, configure and test local area networks.

Prerequisite: TCOM 220

TCOM 222-3
Telephone Switching Systems (90 hours)

This course is designed to provide students with the skills necessary to install, test, modify and troubleshoot PBX and Key telephone switching systems.

Prerequisite: ELEC 125

TCOM 223-3
Video (90 hours)

This course provides the students with the terminology and principles associated with video signals and televisions and enables them to test, troubleshoot and repairs televisions and monitors.

Prerequisite: TCOM 210

TCOM 224-1
Microwave Radio (30 hours)

This course is designed to make the students familiar with the terminology and be able to identify the components associated with microwave systems. System testing and alignment is also covered.

Prerequisite: TCOM 210

TCOM 225-2
Satellite Systems (60 hours)

This course will provide students with the skills necessary to install, test, modify and troubleshoot satellite systems.

Prerequisite: TCOM 210

TCOM 226-2
Fibre Optics (60 hours)

This course provides students with the understanding of theory associated with optical fibre systems and will provide the skills necessary to install connectors and splices onto optical fibres and enable students to test optical links.

Prerequisite: TCOM 216

TCOM 227-1
Facsimile Systems (30 hours)

This course is designed to make the students familiar with the terminology and principles associated with facsimile systems and provide the skills necessary to install, configure and test them.

Prerequisite: ELEC 125

TCOM 228-1
Projects (30 hours)

Students will display their skills and knowledge attained throughout the program by designing and building a project related to Telecommunications.

Prerequisite: ELEC 125

Theatre

THTR 110-3
Introduction to Theatre 1 (3,0,0)

A lecture and discussion oriented course designed to acquaint students with the various aspects of the theatrical process such as issues in acting, directing and staging. There is discussion of traditional as well as modern experimental theatre, theory and criticism. Students are expected to participate in several practical projects and attend several local professional theatre productions.

THTR 111-3
Introduction to Acting (3,1,0)

A performance oriented course designed to help students develop the basic requirements necessary for a dramatic presentation. The course focuses on stage movement, vocal training, improvisation, character development and portrayal.

FILM 112-3
Fundamentals of Camera Operation (4,0,0)

In this course students will learn the basic operation of the camera as it is used in the studio and on location. There will be lectures, demonstrations, and screenings, in addition to practical work with the camera and editing equipment.

THTR 120-3
Introduction to Theatre 2 (3,0,0)

A continuation of THTR 110.

Prerequisite: THTR 110

THTR 121-3
Introduction to Acting 2 (3,1,0)

A continuation of the work begun in Theatre 111. This course focuses on the analysis and development of character portrayal. Working with a script and a study of the actor's role in the performance situation will be emphasized. A studio/workshop production is planned for the end of the term.

Prerequisite: THTR 111 or instructor's written consent.

THTR 131-3
Acting for the Camera (4,0,0)

This is an introductory course in the basic techniques of acting for the camera. There will be lectures, demonstrations, and screenings, and students will be required to participate in class scene work as well as in rehearsals outside of class to prepare taped scenes for evaluation.

THTR 150-3
Play Production (1,0,8P)

Play Production is designed for those students who have auditioned and been cast in a UCC Actor’s Workshop stage production. These students will rehearse and perform for public presentation the play that will be staged in the appropriate semester.

Prerequisite: Successful audition for a UCC Actor’s Workshop Production.

FILM 210-3
Introduction to Film Studies 1890 - 1938 (3,0,0)

FILM 210 examines significant trends and events in film between 1890-1938 by exploring the following: Film genres, film theory, national cinemas, Hollywood and cultural socialization, and film criticism.

Prerequisite: 2nd year standing

THTR 211-3
Acting and Character Portrayal (3,1,0)

A performance oriented course designed to provide second year acting students with intensive work in scene study and the development of character for stage.

Prerequisite: B- or better in THTR 111/121 or instructor's written consent.

THTR 212-3
Introduction to Technical Theatre (1,1,3)

A hands-on practical course designed to introduce students to the elementary principles of scenery and properties construction; stagecraft, lighting, electrical and audio operations, and costume construction.

Note: Credit cannot be given for both THTR 112/122 and 212/222.

THTR 213-3
Introduction to Voice for the Stage 1 (3,0,0)

A performance oriented course designed to acquaint students with an approach for the establishment of a personal vocal production technique designed for the demands of stage performance.

Prerequisite: B- or better in THTR 111/121 or instructor's written consent.

THTR 214-3
Introduction to Stage Movement (3,0,0)

A performance oriented course designed to help students to understand the basic elements involved in the training of the actor's body for effective stage physical presentations. Students will study the discipline and range of stage movement, dance and mime through the development and training of the body.

THTR 215-3
Production and Stage Management 1 (1,1,2)

Production and Stage Management is a practical course designed to teach students how to successfully manage a theatrical production.

Prerequisite: THTR 222 or equivalent

FILM 220-3
Introduction to Film Studies 1938 - Present (3,0,0)

FILM 220 examines significant trends and events in film between 1930 and 2000 by exploring the following: Film genres, film theory, national cinemas, Hollywood and cultural socialization, and film criticism.

Prerequisite: 2nd year standing

THTR 221-3
Acting and Character Portrayal 2 (3,1,0)

A continuation of THTR 211.

Prerequisite: THTR 211 or instructor's written consent.

THTR 222-3
Introduction to Technical Theatre 2 (1,1,3)

A continuation of Theatre 212.

Prerequisite: THTR 212 or instructor's written consent.

Note: Credit cannot be given for both THTR 112/122 and 212/222.

THTR 223-3
Introduction to Voice for the Stage 2 (3,0,0)

A continuation of Theatre 213.

Prerequisite: THTR 213 or instructor's written consent.

THTR 224-3
Introduction to Stage Movement 2 (3,0,0)

A continuation of Theatre 214.

Prerequisite: THTR 214

THTR 225-3
Production and Stage Management 2 (1,1,2)

A continuation of THTR 215.

Prerequisite: THTR 215

THTR 250-3
Play Production (1,0,8P)

Play Production is designed for those students who have auditioned and been cast in a UCC Actor's Workshop stage production. These students will rehearse and perform for public presentation the play that will be staged in the appropriate semester.

Prerequisite: Successful audition for a UCC Actor's Workshop Production.

THTR 311-3
History of Theatre to the Renaissance (3,0,0)

This course examines cultural performance in tribal, ritual, popular, and formally theatrical contexts, from ancient times, including the classical Greek, to the middle ages and renaissance. Also explored will be the transformation of ancient performative genres into modern performance practices, as well as the definition of cultural performance as a useful, critical term.

THTR 312-3
History of Theatre From Renaissance to 1800 (3,0,0)

This course examines cultural performance in the Elizabethan, Restoration, and Eighteenth-Century contexts. Also explored will be the transformation of these performative genres into modern performance practices, as well as the definition of cultural performance as a useful, critical term.

THTR 321-3
History of Modern Theatre, 1700 to the Early Twentieth Century (3,0,0)

There will be examination of selected major theatrical figures and movements from the Enlightenment to the early twentieth century, as they represent and comment upon their particular cultures. We will also study theoretical concepts such as modernism and postmodernism as they derive from and inform the study of theatre in its sociocritical context.

THTR 322-3
History of Modern Theatre in the Twentieth Century (3,0,0)

There will be examination of selected major theatrical figures and movements in the modern period, as they represent and comment upon their particular cultures. We will also study theoretical concepts such as postmodernism as they derive from and inform the study of theatre. Special emphasis will be placed upon the latter decades of the twentieth century.

THTR 326-3
History of Canadian Theatre to 1950 (3,0,0)

A survey of the major theatrical events in Canada, from native and colonial theatre to the 1950s. There will be consideration of selected topics from British Columbia and local theatre.

THTR 327-3
History of Canadian Theatre after 1950 (3,0,0)

A survey of the major theatrical events in Canada, with emphasis on the modern period of the last five decades. There will be consideration of selected topics from British Columbia and local theatre.

THTR 350-3
Play Production (1,0,8P)

Play Production is designed for those students who have auditioned and been cast in a UCC Actor's Workshop stage production. These students will rehearse and perform for public presentation the play that will be staged in the appropriate semester.

Prerequisite: Successful audition for a UCC Actor's Workshop Production.

THTR 360-6
The Role: Interpretation and Characterization (2,2,0)(2,2,0)

Emphasis will be on externalizing the inner character in conjunction with work in textual analysis, improvisation and internal techniques.

Prerequisite: THTR 211/221

THTR 370-3
Oral Interpretation (4,0,0)

A one semester study of the principles and performance requirements necessary for effective Oral Interpretations of various literary styles including poetry, prose, and drama.

Prerequisite: None

THTR 400-6
Direction and Staging (3,2,0)(3,2,0)

A study of the processes of stage direction and the development of a method for transferring the script to the stage.

Prerequisite: THTR 360

THTR 425-3
The Theatre of British Columbia Before 1950 (3,0,0)

This course examines the diverse performance cultures of British Columbia before 1950 – including aboriginal and settler, urban and rural, traditional and non-traditional, popular and professional, as they assert and negotiate local, changing identities. Students are expected to develop their own primary research projects based on personal interests. The work in this course is studied within postcolonial criticism.

THTR 426-3
The Theatre of British Columbia After 1950 (3,0,0)

This course examines the diverse performance cultures of British Columbia after 1950 – including aboriginal and settler, urban and rural, traditional and non-traditional, popular and professional, as they assert and negotiate local, changing identities. Students are expected to develop their own primary research projects based on personal interests. The work in this course is studied within postcolonial criticism.

THTR 430-3
Studies in Performance Theory (3,0,0)

This is a course in critical approaches to performance – particularly as "performance" is increasingly used in recent years to describe a wide range of activities in the performing/visual arts, in literature, as well as in the social sciences. The course will focus on selected examples of

performance, mainly from the twentieth century – for example, the works of Dada, Off-Off Broadway, performance art, and Butoh, as well as contemporary works in ritual and paratheatre. Concepts such as mimesis, performativity, semiotics, and postmodern representation might typically be studied, while performers, writers, artists, directors drawn from students' own interests will also be considered.

Prerequisite: None

THTR 450-3
Play Production (1,0,8P)

Play Production is designed for those students who have auditioned and been cast in a UCC Actor's Workshop stage production. These students will rehearse and perform for public presentation the play that will be staged in the appropriate semester.

Prerequisite: Successful audition for a UCC Actor's Workshop Production.

THTR 460-6
Acting Styles (2,2,0)(2,2,0)

An introduction to styles of acting in various historical periods.

Prerequisite: THTR 360

Tourism Management

TMGT 100
Field Trip Activity Fee (Tour Coordinator Certificate Program)

Required for all students of the Tour Coordinator Certificate Program. The opportunity to better understand concepts discussed in the classroom by exposure to their application in industry.

TMGT 101-3
Tour Guiding (2,1,1)

An introduction to the principles and practices of tour guiding for those interested in a career as a tour guide, tour director or tour coordinator. Through classroom instruction, seminars and field work, students will be introduced to the major aspects of tour guiding: public speaking; interpretation; tour commentary research and delivery; and social and leadership skills.

TMGT 102-3
Cultural, Heritage and Nature Interpretation (2,0,2)

This course develops skills in cultural, heritage and nature interpretation. Through classroom instruction and excursions for fieldwork, students will learn how to help others understand and appreciate cultural and natural heritage.

TMGT 103-3
Group Tour Operations 1 (2,1,1)

An introduction to group tour operations for those wishing to pursue a career as a tour guide or tour coordinator. Through classroom instruction, labs and seminars, students will be introduced to: tour product development and design; itinerary design; tour costings and quotations; brochure production; promotion, and airline computer reservations systems.

TMGT 104-2
Group Tour Operations 2 (0,0,35)

Practical experience of group tour operations through coordinating and guiding an extended group tour. Students will gain hands-on experience in designing, developing, conducting and guiding a sightseeing tour, including preparing a costing, developing an itinerary, delivering tour commentary on-site and conducting a group tour operation through to completion.

TMGT 105-3
Travel Destinations (3,0,0)

An introduction to the major travel destinations of the world, this course will investigate countries and regions from a travel industry perspective, studying historical, cultural and geographical highlights. Topics include the history of various international destinations, activities, climate and seasons for travel, methods of transportation, accommodation available, health advisories, shopping and dining.

TMGT 111-3
The Tourism Industry (3,0,0)

An introduction to the tourism industry and its role in the economy: it's scale and impact, major sectors, tourism products in B.C., development potential, language and terminology, industry structure and organization, major world travel routes, prime tourism attractions in Western Canada, revenue and costs in various sectors, and case studies explaining the various sectors in tourism. Students will learn key legal issues in the industry, and will identify educational and professional career path opportunities in various industry sectors in the province. Students will complete a research project related to trends and sectors within the tourism industry.

TMGT 114-3
Human Resources Management (3,0,0)

Changing values, shifting demographics, evolving legislation and a growing emphasis on social responsibility are among the forces shaping the way we manage people today. This course will examine human resource management issues as they relate to the tourism industry. Topics covered will include human resource planning, the legal environment, recruitment and selection, evaluation and development, compensation, and emerging issues and trends.

TMGT 115-3
Marketing and Customer Service (3,0,0)

This course discusses the role, concepts and principles of marketing. It examines market research and planning, product pricing and costing, packaging, promotion, service as a primary product, advertising methods, target marketing, factors in consumer preference and assessment of guest satisfaction.

TMGT 116-3
Organizational Leadership in Tourism (4,0,0)

This course is designed to address the changes occurring in the workplace today. As many of the graduates of this program will find themselves in supervisory positions within the tourism industry, the course will be delivered from the perspective of a supervisor and how he/she fits into today's organizations.

TMGT 125-3
Applied Sales and Marketing (2,1,0)

This course is designed to teach students various sales techniques, suitable for the tourism and hospitality industry, including personal sales, telephone sales, trade show sales and internal sales. As well, students will be given the opportunity to learn some basic techniques for reaching key market groups through advertising, public relations and publicity. Wherever possible students will be assigned projects that will give them a realistic introduction to the world of sales and marketing.

Prerequisite: TMGT 115

TMGT 150
Field Trip Activity Fee

Required for all students of Tourism Management Programs. The opportunity to better understand concepts discussed in the classroom by exposure to their application in industry. Students will study "Living Cases".

TMGT 190-1
Practicum Work Term (0,1,40)

This course requires students to practice the skills acquired during the first year of the Tourism Management Diploma program. It will familiarize students with the sector of the industry they wish to follow.

Prerequisite: The successful completion of all courses in the first year of the Tourism Management Diploma program with a "C" or better.

TMGT 225-3
Hospitality Law (3,0,0)

This course examines the legal rights, responsibilities and obligations of organizations in the hospitality industry. This industry operates under a combination of Common Law and Statute Law passed by both federal and provincial legislature. Particular emphasis will be placed on the legal problems regularly faced by business firms within this industry and their possible solutions.

TMGT 250
Field Trip Activity Fee (Year 2 Tourism Management Diploma)

Required for all second year students of the Tourism Management Diploma program. The opportunity to better understand the concepts discussed in the classroom by exposure to their application in industry.

TMGT 261-3
Environmental Issues in the Tourism Industry (3,0,0)

The rapid growth of tourism on a global scale has resulted in significant negative environmental impacts, and there is increasing concern about the relationship between tourism and the environment, both natural and cultural. This course will explore the challenges facing the tourism industry: how to create a balance between environmental and economic concerns. Students will examine the current "Greening" of the industry and investigate environmental policies and procedures implemented by tourism organizations.

TMGT 301-3
Community and Cultural Issues in Tourism (3,0,0)

This course provides insight into what culture is and looks at the ways in which cultures meet and interact in tourism settings. Consideration is given to cross-cultural issues, and challenges in meeting the needs of both the "host" community and the "guest" from a tourism perspective. The range and diversity of cultural issues will be identified and market place approaches and techniques for promoting and managing cultural tourism will be explored.

Prerequisite: Admission to the Bachelor of Tourism Management Degree program.

TMGT 302-3
Tourism Policy and Planning (2,1,0)

This course will introduce students to policy and planning theories and their application to tourism. Students will also examine the relationship between tourism, public policy, planning and development.

Prerequisite: Admission to the Bachelor of Tourism Management Degree program.

TMGT 304-3
Land Use Management and Tourism (3,0,0)

This course will review the theory and practice of land use planning and management in western Canada, and specific examples of land use issues in the development of tourism businesses and opportunities. The course reviews various land use designations that are important to tourism development, the policy and process for developing commercial recreation on crown land, and various management strategies aimed at optimizing the use of natural areas for quality recreation/tourism experiences. Other topics include: land access, impact assessment, public and private commercial use competition, zoning, and the economics and sustainability of commercial operations.

Prerequisite: Admission to the Bachelor of Tourism Management Degree program.

TMGT 401-3
Tourism Product Development and Innovation (3,1,0)

Students will develop advanced capabilities in tourism product development and innovation, through new firm development and within existing organizations amid global competition and culturally diverse markets and workforces.

Prerequisite: Admission to the Bachelor of Tourism Management Degree program.

TMGT 402-3
Graduating Seminar (0,3,0)

Research and professionally present a major project with direct application to the tourism industry.

Prerequisite: Admission to the Bachelor of Tourism Management Degree program and completion of all third year courses with a standing of "C" or better.

TMGT 403-3
Resort and Recreation Management (3,0,0)

Students will develop an understanding of how and why resort properties are developed as tourist destinations. Focus will be on the planning, development, operation, design, financing and special needs of such properties.

Prerequisite: Admission to the Bachelor of Tourism Management Degree program.

TMGT 404-3
Tourism Planning and Sustainable Development (3,0,0)

Examine the processes involved in planning and developing tourism destination, including the required infrastructure. The major focus will be on the benefits and impacts associated with tourism development, as well as the strategies for maximizing benefits while minimizing adverse effects. Major topics include planning approaches, regional planning, and community tourism planning.

Prerequisite: Admission to the Bachelor of Tourism Management Degree program.

TMGT 405-3
Event Tourism (3,0,0)

Examine the emerging field of event tourism and identify market opportunities and trends. Topics covered include planning, marketing, staffing, producing, and fiscal and quality control of special events.

Prerequisite: Admission to the Bachelor of Tourism Management Degree program.

TMGT 406-3
Selected Topics in Tourism (0,3,0)

Survey of various issues and events that influence the travel and tourism industry. Course topics will vary to ensure a timely coverage of issues and trends.

Prerequisite: Admission to the Bachelor of Tourism Management Degree program.

TMGT 407-3
Directed Studies in Tourism (0,3,0)

This independent study course is designed to allow students the opportunity to investigate a specific field or topic in Tourism. Consultation with, and permission of, a BTM faculty member and the Associate Dean is required.

Prerequisite: Must be a third or fourth year student in the BTM program.

TMGT 411-3
Polar Tourism - Antarctica (2,0,7P)

Through individual and group work, students will explore the tourism geography of the Arctic and the Antarctic. Special emphasis is place upon the history, development and regulation of tourism in the Antarctic Peninsula. Students will participate in the field component of the course and have the opportunity to explore their ideas about tourism in a remote region subject to packaged tourism. This course emphasizes participant observation, reflection, research and presentation skills.

Prerequisite: Must be a third or fourth year student in the BTM program.

Wood Process Technology

WPTT 110-3
Introduction to the Wood Processing Industry (39 hours)

This course introduces the value added wood processing industry and the basic issues of safety and employability.

Prerequisite: Acceptance into the WPT Program

WPTT 111-3
Wood Science and Value Added Products (39 hours)

Wood Science, including structure, properties and drying technology will be examined. Value added wood products will be explored with emphasis on suitability, availability and supply issues.

Prerequisite: WPTT 110

WPTT 112-3
Woodworking Techniques and Equipment (78 hours)

Students will explore the fundamentals of working wood with power tools and equipment. Proper techniques and safety will be stressed.

Prerequisite: WPTT 111

WPTT 113-3
Woodworking Techniques and Equipment 2 (78 hours)

Continuation of WPTT 112. Advanced techniques for woodworking will be explored including production woodworking.

Prerequisite: WPTT 112

WPTT 114-3
Wood Product Design and Construction (78 hours)

Products from solid wood will be discussed. Appropriated design, hardware, joinery and production techniques will be examined.

Prerequisite: WPTT 113

WPTT 115-3
Work Design (2,1,0)

This course presents the basic principles that provide a foundation for the successful application of motion time study, human-machine relationships and performance rating. Various methods used to determine the most effective way of performing work will be examined. Examples specific to the wood products industry will be used.

Prerequisite: Acceptance into year one of Wood Process Technology and successful completion of all previous courses

WPTT 116-3
Technical Drawing (CAD) (3,0,2)

This course introduces the student to the fundamentals in the use of computer aided drafting through the use of microcomputers and CAD software.

Prerequisite: Acceptance into the Wood Process Technology program

WPTT 120-3
Adhesives and Finishing Technology (39 hours)

The course will explore finishing options and adhesive characteristics. Selection of product, chemistry and application will be discussed.

Prerequisite: WPTT 114

WPTT 121-3
Wood Machining (78 hours)

Processes in cutting technology for machining finished wood products such as mouldings, flooring and dimension lumber will be examined.

Prerequisite: WPTT 120

WPTT 122-3
Fundamentals of Construction (39 hours)

Building construction as a process will be examined. The role of manufactured components and the modular housing industry will be highlighted.

Prerequisite: WPTT 121

WPTT 123-3
Architectural Millwork and Cabinets 1 (78 hours)

Specific products in the value added industry will be the focus of this course. These will include cabinets, furniture and millwork.

Prerequisite: WPTT 122

WPTT 124-3
Architectural Millwork and Cabinets 2 (78 hours)

A continuation of WPTT 123. Advanced processes and techniques will be examined.

Prerequisite: WPTT 123

WPTT 125-2
3D Solids Modeling (2,0,4)

This course adds a new dimension to computers and CAD programs. 3D Solids modeling software programs allow you to start with a sketch, drawing and physical model or only an idea and the software provides the tools to accurately model your designs ready for rendering, animation, drafting, engineering, analysis and manufacturing.

Prerequisite: WPTT 116

WPTT 210-3
Computer Numerical Control Woodworking Machines (3,0,2)

This course introduces the student to the fundamentals of computer numerical control for woodworking machines.

Prerequisite: Wood Process Technology Year 1

WPTT 211-3
Electronic Tracking (3,0,2)

This course introduces the student to the fundamentals of computer operation and how the computer interfaces with various electronic tracking systems found in the secondary or added wood industry.

Prerequisite: Wood Process Technology Year 1

WPTT 212-3
Fluid Mechanics (3,0,2)

An introduction to pneumatic and hydraulic systems and consists of theory and practical assignments, that investigate methods of actuating various conventional and automated woodworking equipment.

Prerequisite: Wood Process Technology Year 1

WPTT 213-3
Machine Components (3,0,2)

This course is intended to familiarize the student with the concepts of the basic design principles and mechanical power transmission of various woodworking machines and material handling systems used in the secondary or value added wood industry.

Prerequisite: Wood Process Technology Year 1

WPTT 214-3
Programmable Logic Controllers (3,0,2)

This course introduces the students to the fundamentals of PLC's and how they are used in the control of woodworking machines and equipment.

Prerequisite: Wood Process Technology Year 1

WPTT 215-3
Wood Industry Issues (2,1,0)

This course presents the basic principles involved in the management and organization of a wood products manufacturing business. An introduction to marketing, management, human resources management and production will be provided. Topics will include applicable software, stress, markets and incentives. Examples specific to the wood products industry will be used.

Prerequisite: Acceptance into year two of Wood Process Technology and successful completion of all previous courses in the Wood Process Technology Program.

WPTT 220-3
Troubleshooting Wood Working Machines (3,0,2)

This course introduces the student to the fundamental procedures for a logical approach to troubleshooting various woodworking machines and equipment.

Prerequisite: Wood Process Technology Year 1

WPTT 221-3
Automated Millwork and Cabinets (2,0,4)

This course consists of theory and practical assignments that investigate advanced woodworking techniques such as the work cell production system.

Prerequisite: WPTT 210

WPTT 222-3

Computer Controlled Hydraulic and Pneumatic Systems (3,0,1)

This course is designed to provide an introduction into computer controlled hydraulic and pneumatic systems used in the wood industry.

Prerequisite: WPTT 212

WPTT 223-3

Process Control (3,0,2)

This course consists of theory and practical assignments that investigate the various types of process control systems, components and interfacing programs used in the wood process industry.

Prerequisite: WPTT 211, WPTT 212, WPTT 214

WPTT 224-3

Automated Material Handling (3,0,1)

This course consists of theory and practical assignments that investigate the commonly used automated material handling methods used in the wood processing industry.

Prerequisite: WPTT 211, WPTT 212, WPTT 214

WPTT 225-2

Research Project (1,0,4)

This course allows the student to research a project or process in the value-added wood industry, and manufacture the product or improve on the process. The course is a practical course where the student will be assigned a project that is designed to integrate all of the courses in the WPT program

Prerequisite: Registered in 2nd year WPT and successful completion of WPT Year 1 or successful PLA

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Education Council

The Colleges and Institutes Act requires all Colleges and Institutes (except the Justice Institute) to have an Education Council made up of faculty, students, educational administrators and support staff. The Education Council serves several roles at the University College. First, it determines matters of academic standing, including but not limited to examinations, academic standards, and student appeals. Second, jointly with the college board, Education Council sets policies and criterion on educational matters including but not limited to curriculum (courses and programs). Finally it provides advice to the College Board on the development of educational policy.

In order to do the extensive day to day work these matters entail, Education Council has a number of Standing Committees including Academic Policy and Regulations Committee (APRC), Appeals Committee, Awards Committee, Education Planning and Program Review Committee (EPPR), Library Advisory Committee, Research Ethics – Human Subjects, Research Ethics – Animal Subjects and the Scholarly Activity Committee (SAC). As well, ad hoc committees are often formed to deal with one time issues.

Please note that Education Council meets regularly from 3:00 – 5:00 on the fourth Wednesday of every month. APRC meets from 3:00 – 5:00 on the 1st, 3rd and last Thursdays and EPPR meets from 2:00 – 4:00 on the 2nd and 4th Thursdays. These meetings are generally open to the college community, so please feel free to attend. The location of the meetings may vary, so please telephone the Education Council Secretary in the Office of the Vice President, Academic.

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WHITE, GRANT, Auto Mech. (B.C.) (Sask.), H.D. Mech. (B.C.), Comm. Trans. Mech. (B.C.), Voc. I.D. (Brit. Col.), Automotive Specialty

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HUNT, GARY A., B.A. (Fresno State), M.A. (Hayward State), Ph.D. (Oregon State), Assistant Professor, Natural Resource Sciences
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SORENSEN, JACQUELINE, B.N.R.S. (U.C.C.), Lab Faculty, Natural Resource Sciences
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PERRY, MARK, Trade Cert. (Can.), I.D. (Leth.), Chairperson, Food Training Programs

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CLOUTIER, ROSS, B.A. (Alta.), B.P.E., (Calg.), M.B.A. (U.S.C.), Assistant Professor, Adventure Programs
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DERY, GENE, Trade Cert. (Can.), Professional Cook Training
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JAKES, KEN, Trade Cert. (N.Z.), T.Q. (Meatcutting) (B.C.), I.D. (V.C.C.), Retail Meat Processing
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JORDAN, JEFF, Trade Cert. (Can.), Professional Cook Taining
KROPAC, DAGMAR, Trade Cert. (Can.), Professional Cook Training
MOFFAT, DERRICK, Trade Cert. (Can.), I.D. (V.C.C.), Professional Cook Training
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STEWART-PATTERSON, IAIN, B.P.E., M.Ed. (Calg.), A.C.M.G., U.I.A.G.M., I.F.M.G.A., Adventure Programs
STIEG, FRANZ, Trade Cert. (Austria), T.Q. (Cook) (B.C.), I.D. (V.C.C.), Professional Cook Training
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WYKES, TED, Dipl. Tourism (Sir Sandford Fleming), I.D. (V.C.C.), Events & Conventions and Tourism Management
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WALDICHUK, TOM, B.A. (Carlton), M.A. (Wilfred Laurier), Ph.D. (York), Assistant Professor, Geography
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LEIER, EILEEN, B.A., P.D.P. (S.F.U.), B.F.A. (Hons) (Emily Carr), M.F.A. (Concordia), Assistant Professor, Visual Arts/Journalism
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WALTON, LINDA, N.D.D. (Berkshire), A.T.D. (Leicester), Visual Arts
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Bhuyan, Rafiqul, B. Comm. (Hons.) (Daka), (Finance) (Illinois), Assistant Professor, Finance
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BRADSHAW, JACK, B.Sc. (U.Vic.), M.Sc. (West. Wash.), Ph.D. (Wash. State), Mathematics & Statistics
BRANDOLI, ALAN, B.F.A. (Notre Dame), M.F.A. (Regina), Visual Arts
BRATTON, JOHN, B.Sc. (Hons.) (Hull, U.K.), M.A. (Leeds), Ph.D. (Manchester), C.H.R.P., Associate Professor, HRM
BRAY, JIM, B.A., Cert. Ed. (Sask.), M.T.S. (Alta.), College Prep.
BREITKREITZ, DUANE, B.Ed., (Brit. Col.), M.B.A. (City), Co-Chairperson, Office Administration
BREWER, SHARON, B.Sc., M.Sc. (U.N.B.), Ph.D. (Carleton), Assistant Professor, Chemistry
BRIM, CONNIE, B.A. (Hons.), M.A., Ph. D. (McMaster), Assistant Professor, English
BROAD, PEGGY-JO, B.Sc.F. (Brit. Col.), Lab Faculty, Natural Resource Sciences
BROOKS, BONNIE, B.S.W. (U.Vic.), M.S.W. (Brit. Col.), Assistant Professor, Social Work & Field Education Coordinator
BROUWER, ROELOF, B.A.Sc. (Brit. Col.), M.Math, M.Phil. (Waterloo), M.B.A. (Alta.), Ph.D. (Warwick), P.Eng., Associate Professor, Computing Science
BROWER, TONY, B.Comm., M.B.A. (Alta.), Marketing & Management
BROWN, WILLIAM, B.A. (Econ.) (Hons.) (U.Vic.), Assc.I.C.B., M.B.A. (City), Management & Finance
BUDD, TERRILL, B.A. (Calg.), M.L.I.S. (Alta.), Campus Librarian (Wm. Lk.)
CALVER, DAVID, H.B.O.R, B.A. (Thunder Bay) W.K.A.B.C., I.R.I.A, Adventure Programs
CAMPBELL, BRUCE, I.P. (B.C.), Class “BX”, Electrical
CARLSON, CATHERINE, B.A. (Hons.) (S.F.U.), M.Sc. (Maine), Ph.D. (Mass.-Amherst), Associate Professor, Anthropology & Archaeology
CEDERLOF, CHRISTINA, B.B.A. (S.F.U.), I.D. (Brit. Col.), M.A. (Royal Roads), Transition to Education or Employment
CHAN, JANINE, B.Sc., B.A. (Wash.), R.R.T. (U.C.C.), I.D. (V.C.C.), CAE (CNAC), Respiratory Therapy
CHARBONNEAU, DAVID, B.Ed. (Alta.), Dipl. Radio & Electronics, T.Q. (Telecom), Coordinator, Cooperative Education
CHAUVETTE, AMELIA, R.N., B.Sc.N. (Ottawa), M.S.N. (Montreal), Nursing (Wm. Lk)
CHERNOFF, JACK, B.S.A. (Sask.), I.D. (Brit. Col.), College Prep.
CHURCH, ALEXANDRA, B.A. (U.Vic.), E.S.L.
CLARK, ROBERT, Dipl. Broad. Comm. (B.C.I.T.), Coordinator, Media Services
CLARKSON, CHRIS, B.A., M.A. (U.Vic.), History
CLEVELAND, JOHN, B.A. (Dalhousie), M.A. (S.F.U.), Ph.D. (York), Sociology
CLOUTIER, ROSS, B.A. (Alta.), B.P.E., (Calg.), M.B.A. (U.S.C.), Assistant Professor, Adventure Programs
COCHRAN, JASON, Trade Cert. (B.C.), I.D. (V.C.C.), Retail Meat Processing
COLE, CHRISTIE, B.A. (Hons.), M.A., Cert. Ed. (Brit. Col.), E.S.L.
COLLINGRIDGE, JIM, B.Ed. (Calg.), M.A. (Gonzaga), Counsellor
COLLINS, ROGER, B.A. (Hons.) (C.N.A.A.), M.Sc. (L.S.E.), F.C.M.A. (U.K.), F.C.C.A. (U.K.), Associate Professor, Accounting & Management
COLLINS, VALERIE E., B.Sc. (Hons.) (Queen's), M.Sc. (York), Ph.D. (Utah), Assistant Professor and Chairperson, Biological Sciences
COOK, DEREK, B.A., M.A. (Alta.), Political Studies
COOK, KERRY, B.A. (Brit. Col.), Office Administration (Wm. Lk.)
COYNE, MICHAEL, B.A. (Windsor), M.L.I.S. (West. Ont.), Systems Librarian
CRAWFORD, ILA, B.F.A. (Alta.), Visual Arts
CRAWFORD, MICHAEL, B.S.W. (Man.), M.S.W. (Calg.), Assistant Professor, Social Work
CROFOOT, BRUCE, B. Math, M. Phil. (Waterloo), Ph.D. (Cal.-Berkeley), Mathematics & Statistics
CUNNINGHAM, FRED, B.Sc., Cert. Ed. (Brit. Col.), M.Ed. (S.F.U.), Chairperson, College Prep.
CUTLER, PAT, Dipl. A.H.T. (U.C.C.), Animal Health Technology
DAINES, DONNA, R.N., BSc.N. (U.Vic.), M.Ed. (S.F.U.), Coordinator, Home Support Resident Care Attendant
DALEY, WILL, B.A., M.A. (Humboldt State), M.E.C.A.
DALY, BRYAN, R.R.T. (Algonquin), I.D. (Brit. Col.), M.A. (Gonzaga), Respiratory Therapy, Chairperson, Allied Health Programs
DAVIES, JAMES, B.Sc., M.Sc., Ph.D. (Manchester), Chemistry
DAYKIN, SUSAN, B.A. (U.C.C.), College Prep.
DEBECK, FAE, B.Sc. (Hons.) (S.F.U.), M.S. (West. Wash.), Mathematics & Statistics
DENSKY, KAREN, B.Ed. (S.F.U.), T.E.S.L. Cert. (V.C.C.), E.S.L.
DERY, GENE, Trade Cert. (Can.), Professional Cook Training
DESBRISAY, DON, B.Sc. (Brit. Col.), M.S. (West. Wash.), Mathematics & Statistics
DESJARDINS, IVAN, B.B.A. (Bishop's), Dipl. Pub. Acc. (McGill), M.Tax. (Sherbrooke), C.A., Accounting & Finance

DEUTSCHMANN, LINDA, B.A. (Hons.), M.A., Ph.D. (Toronto), Associate Professor, Sociology
DEWAN, HASNAT, B.Sc. (Hons.), M.Sc. (Jahangirnagar), M.A. (Yale), M.S., Ph.D. (Texas), Economics
DHADE, KARANJIT
DHANJAL, SURINDER, B.Sc.Eng. (Panjab), M.A.Sc. (Windsor), M.Sc. (McMaster), P.Eng., Assistant Professor, Computing Science
DICKINSON, THOMAS E., B.Sc. (Hons.) (Queen's), M.Sc. (Calg.), Ph.D. (Pennsylvania), Associate Professor, Biological Sciences
DiFRANCESCO, DAVID, Dipl. Computer Graphics, Dipl. Graphic Design, Dipl. Creative Art (Sheridan), DAAD
DOI, KATHLEEN, A., R.N. (St. Paul's), B.H.Sc. (Brit. Col.), M.Ad.Ed. (St.F.X.), Nursing
DOMINIK, ANNETTE, B.A. (Hons.) (Brit. Col.), M.A. (Laval), Assistant Professor, French, Spanish, & Linguistics
DONKOR, KINGSLEY, B.Sc. (Hons.) (Ghana), M.Sc., Ph.D. (Alta.), Assistant Professor, Chemistry
DORVAL, TOM, R.R.T. (Algonquin), I.D. (V.C.C.), M.Ed. (S.F.U.), Respiratory Therapy
DUERDEN, JANET, B.A. (Hons.) (U.Vic.), M.A. (Essex), English
DUERDEN, SUSAN, B.A., Cert. Ed. (Brit. Col.), E.S.L.
DUMESNIL, JOHN, Dipl. Const. Tech. (Algonquin), C.Tech., EDDT
DUMOUCHEL, LIAN, B.Comm. (Concordia), M.B.A. (McGill), Tourism Management and B.T.M. Program Advisor
DUNCAN, SUSAN, R.N., B.S.N. (Alta.), M.S.N. (Brit. Col.), Assistant Professor, Nursing
DYKEMAN, BROCK, B.A. (Brit.Col.), Lic. Acct. (Brit. Col.), C.A., Accounting
EARLEY, LYNDA, B.A., B.Ed., Cert. Ed. (Man.), Cert. Ed. (Brit. Col.), English & Technical/Professonal English
EARLEY, MEGHAN, B.A. (Trent), Dipl. Rehab. (Humber College), I.D. (V.C.C.), Cert. Ad. Ed. (U.Vic.), Transition to Education or Employment
EDWARDS, DAVID, B.A., M.A. (Akron), Cert. Ed. (U.Vic.), Ph.D. (Theatre Arts) (Kent State), Coordinator, Theatre Arts
ELLIS, DOUG, Dipl. Hotel Admin. (S.A.I.T.), I.D. (V.C.C.), Dipl. Ad. Ed. (V.C.C.) Coordinator, Resort & Hotel Management
EMERY, LEE, B.Sc. (Illinois), Cert. Ed. (S.F.U.), College Prep.
EVANS, MARK, I.P. (B.C.), Class "B" Electrical Contractor (B.C.), Electrical
EVENRUDE, KIRK, B.Ed., B.A. (Alta.), M.Sc. (Calg.), M.S. (West. Wash.), Mathematics & Statistics
FARDY, CAROLYNNE, R.T. (Man.), I.D. (V.C.C.), Lab Faculty, Biological Sciences
FAROUGH, DAWN, B.A. (Winnipeg), M.A. (Man.), Ph.D. (Brit. Col.), Assistant Professor, Sociology
FELTON, KATHY, B.Ed. (Brit. Col.), E.S.L.
FERGUSON, DONALD, B.Sc. (Calg.), Lab Faculty, Biological Sciences
FISCHER, JOSEY, B.A. (S.F.U.), D.E.L.E. (Basico), P.I.D.P., Spanish
FITZPATRICK, MARVYN, B.A., Cert. Ed., Dipl. Ad. Ed. (Brit. Col.), College Prep.
FLOOD, NANCY, B.Sc. (Hons.) (Queen's), M.Sc. (Toronto), Biological Sciences
FORBES, ALEXANDER M., B.A. (Hons.), M.A. (Brit. Col.), Ph.D. (Toronto), Assistant Professor, English
FORTIER, NORMAND, B.Sc. (Engineering) (Ecole Polytechnique), M.Sc., Ph.D. (Brit. Col.), Assistant Professor, Physics
FRASER, ENA, Cert. Soc. Admin., Dipl. Applied Soc. Studies (L.S.E.), Dipl. Ad. Ed. (Brit. Col.), Human Service Programs
FREED-GARROD, JOI, B.A. (Washington University, St. Louis), M.A. (S.F.U.), Ph.D. (Brit. Col.), Assistant Professor, Education
FREEZE, DAVE, Dipl. Outdoor Recreation (Cap.), W.K.A.B.C., B.C.R.C.A., A.C.S.K.G., S.K.G.A.B.C., Chairperson, Adventure Programs
FRIEDMAN, THOMAS, B.A., M.A. (Brit. Col.), Ph.D. (Toronto), Assistant Professor, English
FUDGE, JOHN, B.A. (Guelph), M.A. (McGill), Ph.D. (Edinburgh), Associate Professor, History
GAGNON, ANNE, B.Ed. (Calg.), M.Ed. (Alta.), M.A., Ph.D. (Ottawa), Assistant Professor, History
GARDNER, WENDY, B.Sc. (Hons.), M.Sc. (Brit. Col.), Natural Resource Sciences
GARRETT-PETTS, WILL, B.A. (U.Vic.), M.A. (Brit. Col.), Ph.D. (Alta.), Associate Professor, Chairperson, Journalism
GAYNOR, KATHY, B.Ed. (Sask.), M.L.I.S. (Quebec), Information Services Librarian
GEORGE, ROSALIND, B.A., Dipl. Ed. (Brit. Col.), Education
GIFTAKIS, YANNI, C.S.O.M. Dipl. (U.C.C.), B.Sc. (Brit. Col.), Computing Science & CSOM
GILL, DEBBIE, B.Sc. (Hons.) (Brit. Col.), B.Ed. M.Sc. (Dalhousie), Lab Faculty, Biological Sciences
GIUDICI, BEN C., B.A.Sc. (Hons.), M.A.Sc. (Brit. Col.), P. Eng., Electronics
GLEDDIE, NEVIN, B.A. (Trinity Western), M.Sc. (Alta.), NCCP Level 4 (Basketball), Physical Education
GODDARD, JAY, B.A. (Brit. Col.), M.Ed. (U.N.B.C.), College & Career Preparation
GORMAN, MICHAEL, B.A. (Georgetown), M.A. (Wyoming), Ph.D. (Cal.-San Diego), Assistant Professor, History, and Chairperson, Philosophy, History, and Politics
GOSSELIN, LOUIS, B.Sc., M.Sc. (Laval), Ph.D. (Alta.), Assistant Professor, Biological Sciences
GRAHAM, DONALD, Dipl. Television Radio Com. (De Vry Tech.), I.D. (Brit. Col.), T.Q. (Radio, TV, Electronics, B.C., Chairperson, Electronics
GREEN, ALAN R., Dipl. Tech. Radio & Electronics (S.A.I.T.), I. D. (Brit. Col.), T.Q. (Telecom) (Alta.), M.Ed. (Gonzaga), Electronics
GREENWOOD, JANE, B.Sc. (Brit. Col.), Cert. Ed. (S.F.U.), College Prep.
GREMAUD, PAT, Sect'y Arts Dipl. (R.S.A., England), I.D. (V.V.I.), Microcomputing Cert. (U.C.C.), M.Ed. (S.F.U.), Microcomputing, Co-Chairperson, Computer Access Centre
GUPTA, DIPANKAR, B.Sc. (Calcutta), M.S. (Indian Statistical Institute), PhD. (Math) (Arizona), M.S. (Computing) (Texas Technical University), Mathematics & Statistics (Wm. Lk.)
HAGGARTY, PENNY, B.A., M.L.S. (Brit. Col.), Collections Librarian
HALLONQUIST, JOHN D., B.A. (Brit. Col.), M.A. (S.F.U.), Ph.D. (Toronto), Associate Professor, Psychology
HALL-PATCH, CATHY, Dipl. A.H.T. (Fairview, Alta.), Animal Health Technology
HAMMER, TRENT, B.Sc. (Brit. Col.), Lab Faculty, Chemistry
HARBER, MARY, B.S.W. (U.Vic.), M.S.W. (Toronto), Child and Youth Care Diploma
HARGRAVE, LAURA, B.F.A. (U.Vic.), Visual Arts
HARRISON, ANNE, B.Sc. (Hons.), M.Sc. (Guelph), R.T., Biological Sciences
HEASLIP, PENNY, R.N., B.Sc.N. (Ottawa), M.Ed. (U.Vic.), Chairperson, Nursing
HEBDEN, CAROLE, B.Sc., M.Ed. (Brit. Col.), Cert. Ed. (S.F.U.), Coordinator, Cooperative Education
HEISE, BRIAN A., B.Sc. (Guelph), M.Sc. (Man.), Ph.D. (Toronto), Associate Professor, Natural Resource Sciences
HEWITT, GERRY, B.Ed., M.A. (Brit. Col.), Chairperson, E.S.L.
HIGGINS, ROBERT, B.Sc., M.Sc. (Man.), Biological Sciences (Wm. Lk.)
HITCHCOCK, LINDA, B.A., M.A. (Cal.-Irvine), College & Career Preparation (Wm. Lk.)
HNEEDA, ALLAN, B.Ed. (U.Vic.), College Prep.
HOFFMAN, JAMES, B.A., M.Ed. (U.Vic.), Ph.D. (New York), Professor, Theatre Arts
HOFMANN, KAREN, B.A., M.A. (U.Vic.), English
HOLLINGSHEAD, WAYNE, B.Sc., M.Sc., D.V.M., Dipl. Small Animal Medicine/Surgery (Guelph), Assistant Professor and Coordinator, Animal Health Technology
HOLMES, SUE, R.N., B.Sc.N., M.Ed. (Brit. Col.), Clinical Placement Coordinator, Nursing
HOLMES, VICKI, R.N., B.Sc.N. (Alta.), M.Sc.N. (West. Ont.), Nursing
HOOD, ROBERT, B.P.E. (Calg.), M.S., Ph.D. (Illinois), Assistant Professor, Tourism Management
HOOT, TRACY, R.N. (U.C.C.), B.Sc.N. (U.Vic.), M.S.N. (Texas), Nursing
HOT, SONJA, B.Math., M.Math. (Belgrade), Mathematics & Statistics
HU, JIM, B.A., M.A. (Anhui), M.Ed. (West. Ont.), Ph.D. (Brit. Col.), E.S.L.
HUBER, DEBORAH, B.A. (Brit. Col.), M.Ed. (S.F.U.), E.S.L.
HUNT, GARY A., B.A. (Fresno State), M.A. (Hayward State), Ph.D. (Oregon State), Assistant Professor, Natural Resource Sciences
HUTT, LEN, Dipl. Bus. Admin. (Ryerson), B.A. (Hons.) (Queen's), M.Ed., Ed.D. (Toronto), HRM & Management
IDZIKOWSKI, ANDREW, C.S.T. Dipl. (N.A.I.T.), Computing Science
IGWE, BERNARD, B.A. (Hons.) (Makerere), M.A. (Brit. Col.), English
ILES, LAWRENCE A., B.A. (Carleton), B.Ed. (Brit. Col.), Chairperson, Cooperative & Career Education
IRVING, KAREN, Dipl.N. (Cariboo College), R.N., B.Sc.N. (U.Vic.), M.Sc.N. (Gonzaga), Nursing (Wm. Lk.)
JAKES, KEN, Trade Cert. (N.Z.), T.Q. (Meatcutting) (B.C.), I.D. (V.C.C.), Retail Meat Processing
JAKUBEC, MELISSA, B.A. (U.Vic.), M.A. (Dalhousie), Dipl. R.S.A. (Cambridge), E.S.L.
JAMES, CINDY, B.Ed., M.A. (U.Vic.), Assessment Centre Coordinator
JANKE, JOHN, B.A., M.A. (Alta.), Economics
JENKINS, BRUCE, Cert. "A" Weld. (B.C.). I.P. (B.C.), Welding (Wm. Lk.)

JESSEE, LYN, B.Sc. (Calg.), Lab Faculty, Biological Sciences
JOHANSEN, SHONA, R.N., N.P. (Alta.), B.S.N. (U.Vic.), M.Ed. (S.F.U.), Nursing (Wm. Lk.)
JOHNSON, DENNIS, I.P. (Carp.), I.P. (Joinery), Voc. I.D. (Brit. Col.), T.Q. Industrial Woodworking (B.C.), Wood Process Technology.
JOHNSON, GEORGE, B.A. (Hons.) (West. Ont.), M.A., Ph.D. (McMaster), Associate Professor, English
JOHNSON, NINA, B.A. (U.C.C.), M.A. (McGill), English
JOHNSTONE, KIMBERLY, Trade Cert. (Can.), I.D. (U.C.C.), Professional Cook Training
JONES, JOANNE, R.N., B.Sc.N. (Brit. Col.), M.Sc.N. (Texas), Nursing
JONTZ, DOUG, Industrial I.P. (B.C.), I.D. (Brit. Col.), Electrical
JORDAN, JEFF, Trade Cert. (Can.), Professional Cook Taining
JOYCE, KEVIN, I.P. (B.C.), I.D. (Brit. Col.), Electrical
KADING, TERRY, B.A. (Leth.), M.A. (Waterloo), Ph.D. (Alta.), Assistant Professor, Political Studies
KALYNKA, DARLENE, B.F.A. (Alta.), M.F.A. (Concordia), Associate Professor, Visual Arts
KAMPMAN, JACQUELINE, B.Sc., M.A. (Brit. Col.), Psychology
KARAKATSOULIS, JOHN, B.Sc., (Brit. Col.), Assistant Professor and Chairperson, Natural Resource Sciences
KAY, ROBINA, A.C.T. (St. Lawrence), R.L.A.T., Lab Faculty, Animal Health Technology
KELLY, CLAUDETTE, R.N., B.Sc.N. (Alta.), M.A. (Brit. Col.), Ph.D. (U.W.A., Aus.), Assistant Professor, Nursing
KEMP, BYRON, B.Sc. (Oregon), M.Ed. (West. Wash.), Counsellor (Wm. Lk.)
KEUSCH, DENNIS, Dipl. Electronic Publishing (Selkirk), Lab Faculty, Journalism
KILLICK, NANCY, B.A., Cert. Ed. (U.Vic.), T.E.S.L. Cert. (V.C.C.), E.S.L.
KINASEWICH, DON, B. Comm. (Alta.), P.D.P. (S.F.U.), Coordinator, Distance Learning Support Centre (100 Mile House)
KIPNIS, WENDY, B.A. (Hons.), B.Ed. (Memorial), L.L.B. (Ottawa), T.E.S.L. Cert. (V.C.C.), E.S.L.
KIRKEY, BERNIE, B.A. (West. Ont.), M.B.A. (York), Accounting & Computing Science
KIRKPATRICK, MAYNARD, B.A. (Brit. Col.), Chairperson, Tourism Management
KLEIN, KEN, B.Sc. (Hons.), M.Sc. (Windsor), Geology
KOLARIC, GISELLE, B.A. (Hons.) (Concordia), M.A. (U.Vic.), Psychology
KONG, YING, B.Sc. (Peking), M.A., Ph.D. (Carleton), Assistant Professor, Economics
KRAUZA, WENDY, B.Ed. (Brit.Col.-UCC), E.S.L.
KROPAC, DAGMAR, Trade Cert. (Can.), Professional Cook Training
KWIATKOWSKA, BOGUMILA, M.A. (Wroclaw), M.Sc. (Alta.), Computing Science
LAIRD, DARRELL, B.A. (Hons.) (Man.), E.S.D. (S.F.U.), M.A. (Waterloo), Ph.D. (McMaster), English
LAKE, TERRY, D.V.M. (Sask.), Animal Health Technology
LARSEN, GRANT, B.A. (Oral Roberts), B.S.W. (Calg.), M.A. (S.W.) (Calg.), Ph.D. (Texas), Assistant Professor, Social Work
LARSEN, KARL, B.Sc.(Double Major), M.Sc. (U.Vic.), Ph.D. (Alta.), Associate Professor, Natural Resource Sciences
LATER, GENEVIEVE, B.A. (Penn. State), M.A., Ph.D. (U. Wash.), Assistant Professor, English
LAWRENCE, DONALD, B.F.A. (U.Vic.), M.F.A. (York), Associate Professor, Visual Arts
LAWTON, DEBORAH, B.A., M.B.A., C.S.P. (West. Ont.), Marketing
LEIER, EILEEN, B.A., P.D.P. (S.F.U.), B.F.A. (Hons) (Emily Carr), M.F.A. (Concordia), Journalism/Visual Arts
LETTINGA, MARTEN, B.Sc. (Trinity Western), M.Sc. (Waterloo), Chemistry (Wm. Lk.)
LIDSTER, DAVID, B.Ed. (Brit. Col.), M.Ed. (U.Vic.), Chairperson, Counsellor
LINTON, VERA, B.Ed., M.Ed. (S.F.U.), C.E.L.T.A , Co-Chairperson, Office Administration
LOPEZ, MARGARITA, B.A. (Concordia), M.A. (McGill), Spanish
LYALL, CHERYL, R.N., B.Sc.N. (Brit. Col), Nursing
MacDONALD-CARLSON, HELEN, B.Sc., M.A. (Michigan State), Dipl. Sp. Ed. (Brit. Col.), Chairperson, Early Childhood Education
MacINTOSH, MARIA, R.N. (Toronto), I.D. (Brit. Col.), Home Support Resident Care Attendant
MacKAY, MAIRI, B.Sc., M.Sc. (Brit. Col.), Ph.D. (Dalhousie), Associate Professor, Biological Sciences
MacLENNAN, DAVID, B.A. (Brit. Col.), M.A. (S.F.U.), Ph.D. (York), Assistant Professor, Sociology
MADDEN, MARY, B.Sc. (Indiana), College & Career Preparation
MAHARA, STAR, M., R.N., B.S.N., M.S.N. (Brit. Col.), Nursing
MAHNHOON, LEE, B.Sc. (Yonsei), M.Sc., Ph.D. (Oklahoma), Assistant Professor, Computing Science
MAHOOD, RORY, B.Sc. (St. Mary's), Chairperson, Human Service Programs
MANN, SCOTT B., B.Sc. (U.Vic.), D.V.M. (Sask.), Animal Health Technology
MARTIN, MARILYN, R.N., Dipl. Psyc. Nurs. (Royal Victoria), I.D. (Brit. Col.), Early Childhood Education and Discrimination/Harassment Advisor
MARTIN, WILLIAM, B.A., M.Ed. (Brit. Col.), Early Childhood Education (On leave)
MASTERS, BARBARA, B.A. (Hons.), Dipl. Ed. (U.Vic.), College & Career Preparation
MATHEWS, BRENDA, I.S.P., B.A. (Hons.) (Guelph), M.B.A. (Heriot-Watt), Computing Science & CSOM
MATHEWS, JACK, B.A. (Guelph), Coordinator, CSOM
MATTHEWS, LES R., R.R.T. (Fanshawe), H.D.M. (C.H.A.), I.D. (Brit. Col.), M.A. (Gonzaga), Advanced R.R.T. (C.S.R.T.), Respiratory Therapy
McBLANE, NAN, B.A. (Alta.), M.A. (Calg.), Sociology
McDONALD, GERRY, B.A., B.Ed. (Memorial), M.S. (Northern Iowa), C.A.E.S.L.S. (Laval), E.S.L.
McHARG, VALERIE, B.A., M.Ed. (Brit. Col.), Counsellor
McIsaac, Keith, Dipl. C.A.S.T. (U.C.C.), C.I.P., T.Q. (Automotive Mechanics) (B.C.), I.D., (Brit. Col.), Electronics
McKAY, GAIL, B.F.A. (Brit. Col.), M.A. (Concordia), Cert. Ed. (S.F.U.), LL.B. (Dalhousie), Co-Chairperson, Office Administration
McKAY, SUSAN, B.S.W. (Brit. Col.), M.P.A. (U.Vic.), Human Service Programs
McLAUGHLIN, JEFF, B.A., M.A. (Man.), Ph.D. (Alta.), Assistant Professor, Distributed Learning
McMILLAN, LEY, B.A. (Brit. Col.), College Prep.
McMILLAN, LINDA, B.A. (Brit. Col.), College Prep.
McNAMEE, JOAN, Dipl. Nurs., B.A. (Brit. Col.), Human Service Programs
McNELLIS, MARYANNE, B.A. (Scripps College), M.S. (Columbia), Assistant Professor, Journalism
MEGER, ARTHUR W., Dipl. Tech. Design (B.C.I.T.), Voc. I.D. (Brit. Col.), C.I.P. (B.C.), H.D. Mech. (B.C.), M.Ed. (S.F.U.), H.D., Wood Processing Technology
MERZISEN, YVES, L. ès. L., D.E.S. (Paris), D.ü.E.S. (Saarbrücken), Ph.D. (Brit. Col.), French
MICHELL, RODERICK J.W., B.A., M.A. (Oxon.), English
MILLER, JACK, B.Ed., M.Ed. (U.Vic.), Cert. Ad. Ed. (U.Vic.), Assistant Professor, Education
MILLER, JIM, B.A., M.A. (U.C.L.A.), Geography
MILLER, MARY, B.A. (S.F.U.), Lab Faculty, Geography
MITCHELL, KATHY, B.Ed. (Brit. Col.), M.Ed. (S.F.U.), College Prep., Coordinator, Access to Training
MOBERG, KAREN, C.S.W. Cert. (U.C.C.), College & Career Preparation
MOCHIZUKI, MARY-ANN, B.Sc. (Brit. Col.), M.Ed. (U.Vic.) Counsellor
MOFFAT, DERRICK, Trade Cert. (Can.), I.D. (V.C.C.), Professional Cook Training
MONTOYA, CHRISTOPHER, B.Sc. (Leth.), M.Sc., Ph.D. (Calg.), Psychology (Wm. Lk.)
MORIN, DENIS, I.P. (Carp.), T.Q. (Joinery), Voc. I.D. (Brit. Col.), Carpentry
MOSHENKO, KIM, B.Sc., Cert. Ed. (Brandon), M.B.A. (Man.), College Prep.
MOSS, RANDY, R.R.T. (U.C.C.) Respiratory Therapy
MOUNCEY, BRENDA, Cert. Hort. (U.C.C.), I.D. (V.C.C.), Instructional Assistant, Vocational Skills Training
MOYLS, PETER, B.P.E., M.P.E. (Brit. Col.), Ph.D. (Toronto), Chairperson, Physical Education
MUELLER, LINDA, R.R.T. (U.C.C.), I.D. (V.C.C.), M.Ed., (S.F.U.), Respiratory Therapy
MURPHY, P.J., B.A. (Hons.), M.A. (Brit. Col.), H. Dipl. (Dublin), Ph.D. (Reading), Professor, English,
MURRAY, JEANETTE, R.N., B.S.N. (Toronto), M.A. (Gonzaga), Nursing
NASH, RACHEL, B.A. (Hons.) (S.F.U.), M.A. (Waterloo), English
NEDOBORSKI, JOHANNA, I.D. (V.V.I.), Microcomp. Cert. (U.C.C.), Microcomp. Tech. Cert. (N.R.I.), M.Ed. (S.F.U.), Microcomputing
NEIGEL, CHRISTINA, B.A., M.L.I.S. (Brit. Col.), Instruction Librarian
NELSON, DONALD, B.Sc. (Hons.), Ph.D. (S.F.U.), Assistant Professor, Biological Sciences
NELSON, ROSS, B.A. (Brit. Col.), M.A. (Waterloo), I.G.S. Dipl. (Stockholm), Ph.D. (Brit. Col.), Assistant Professor, Geography
NICHOLSON, MERVIN, B.A. (Hons.), M.A., Ph.D. (Toronto), Professor, English

NIELSEN, PETER, Trade Dipl. (U.S.), T.Q. (Cook) (Wash.), I.D. (V.C.C.), Professional Cook Training
NORDICK, Lanette, R.N., Home Support Resident Care Attendant
NOYES, HEATHER, R.R.T. (U.C.C.), I.D. (V.C.C.), B.H.S. (R.T.) (B.C.O.U.), Respiratory Therapy
O'NEIL, KEVIN, B.Sc., M.Sc. (New Brunswick), Chairperson, Computing Science
O'REGAN, BRIGITTA, M.A., Ph.D. (Brit. Col.), Assistant Professor, German
OKE, MARION, B.A. (Toronto), B.Ed. (Queen's), Coordinator, Cooperative Education
OLD, MARTY, A.Sc.T., Dipl. Air Cond. Eng. Tech. (S.A.I.T.), Cert. Plumb. (B.C.), Cert. Gas "A" (B.C.), I.D. (Brit. Col.), Plumbing
OLDRIDGE, DENNIS, B.A.Sc., M.A.Sc. (Civil) (Brit. Col.), P.Eng., EDDT
OPP, RONALD D., Dipl. Comm. Tech., T.Q. (Telecom), I.D. (Brit. Col.), Electronics
O'REILLY, DAN, B.A. (Hons.) (West. Ont.), Cert. Ed., M.A. (Brit. Col.), Assistant Professor, Philosophy
OSZUST, VALERIE, B.Ed. (Concordia), M.A. (Brit. Col.), E.S.L.
PAIVINEN, HELENA, R.N. (C.N.C.), B.Sc.N. (Deakin, Aus.), Nursing
PALMER, STEVEN J., Voc. I.D. (Brit. Col.), H.D. Mech. T.Q. (B.C.), H.D. Mechanic Apprenticeship
PARKER, SANDI, B.A., M. Ed. (U.Vic.), College Prep.
PARKS, JOHN G., B.Sc., Dipl. Ed. (West. Ont.), M.Sc. (Windsor), R.T., Clinical Chemistry
PATTEN, MARGARET, B.A.Sc. (Guelph), M.A. (Concordia), Early Childhood Education
PATTERSON, DAWN, R.N., B.Sc.N. (Alta.), M.Ed. (Brit. Col.), Nursing
PAWESKA, RYSZARD, M.Sc.Eng., Ph.D. (Wroclaw), Associate Professor, Computing Science
PAWLIUK, NICK, B.A. (U.Vic.), M.A. (Reading), English
PELLER, PETER, B.Sc., M.L.S. (Brit. Col.), Electronic Services Librarian
PERRY, MARK, Trade Cert. (Can.), I.D. (Leth.), Chairperson, Food Training Programs
PETERS, LOIS D, B.A. (Waterloo), Cert. Ed. (S.F.U.), M.Ed. (U.Vic.), Vocational Skills Training
PETERSEN, CHRISTINE, B.Sc., Cert. Ed. (Brit. Col.), R.T. (U.C.C.), Lab Faculty, Biological Sciences
PETERSON, MARILYN, Dipl. Psych. Nurs. (Sask.), Instructional Assistant, Vocational Skills Training
PETRI, DONNA, R.N., B.Sc.N. (Kansas), M.N.S. (Deakin, Aus.), Year 1 & 2 Coordinator, Nursing
PHILLIPS, ERNEST A., Dipl. Hort. (Guelph), I.D. (Brit. Col.), Horticulture
POESCHEK, PETER, I.P. (B.C.), Dipl. Comp. Maint., I.D. (Brit. Col.), Chairperson, Construction Trades
PRESCOTT, WALTER D., Dipl. Bldg. Tech., Services Option (B.C.I.T.), A.Sc.T., Chairperson, EDDT/DAAD
PRINS, LAWRENCE, R.R.T. (Fanshawe), I.D. (Brit. Col.), M.A. (Gonzaga), Advanced R.R.T. (C.S.R.T.), Respiratory Therapy
PURDY, SUSAN, B.Sc., (Durban), M.N.R.M. (Man.), Lab Faculty, Biological Sciences
PURVEY, DIANE, B.A. (Brit. Col.), M.A. (U.Vic.), Ph.D. (Brit. Col.), Assistant Professor and Chairperson, Education
RAHMAN, HAFIZUR, B.A. (Hons.), M.A. (Jahangirnagar), M.A., Ph.D. (Man.), Economics
RAJORA, ONKAR S., B.Sc. (Agra), M.Sc. (Meerut), Ph.D. (Dalhousie), Physics
RAMSAY, SHEILA, B.A., Cert. Ed. (S.F.U.), M.Ed. (U.Vic.), Co-Chairperson, College & Career Preparation
RANSON, DAVID, B.A., B.Ed., Cert. Ed. (Sask.), Cert. Ed. (Brit. Col.), Coordinator, Technical/Professional English, Chairperson, English and Modern Languages
RATSOY, VIRGINIA, B.A. (Hons.), B.Ed., M.A. (Windsor), Assistant Professor, English
REED, J. NORMAN, B.Sc. (Hons.), M.Sc., Ph.D. (Waterloo), Assistant Professor, Chemistry
REID, ROBIN, C.L.R.T. Dipl. (MRC), B.A., M.A. (Calg.), Tourism Management
REIMER, ELIZABETH, B.A., Cert. Ed. (U.Vic.), M.A. (Toronto), English
REISER, HENRY, C.I.P. Electrical (Ont.), Dipl. Electronics, CMFgE (Robotics), B.Sc. (Toronto), I.D. (Brit. Col.), Electronics
REY-BILBEY, MARIE-CHRISTINE, L. ès. L., M.A. (Aix-en-Provence), French & Spanish
RICE, FREDERICK A., R.T., A.R.T., Allied Health
RICHARDS, BRYAN, B.A., Cert. Ed. (Brit. Col.), College Prep.
RICH-McQUAY, IRIS, B.S.W. (Brit. Col.), I.D. (V.C.C.), C.O.P.E.
RILLE, JOE, Cert "A" Weld. (B.C.), Voc. I.D. (Brit. Col.), T.Q. Steel Fabricating (B.C.), Welding
ROBBINS, AL, I.D. (V.C.C.), Microcomputing, Co-Chairperson, Computer Access Centre
ROBERTS, WILLIAM L., B.A. (Reed), M.A., Ph.D. (S.F.U.), Psychology
ROBERTSON, JEANETTE, B.S.W. (Calg.), M.S.W. (U.Vic.), Social Work
ROBINSON, LESLEY, B.Sc. (Brit. Col.), M.Sc. (S.F.U.), Mathematics & Statistics
ROHRMOSER, JO-ANNE, B.M.R.S. (Notre Dame--Nelson), I.D. (Brit. Col.), Co-Chairperson, Office Administration
ROLLANS, SHANE, B.Sc., M.Sc. (Alta.), Ph.D. (Waterloo), Assistant Professor, Mathematics & Statistics
ROSS, KAREN, B.Sc. (Hons.) (Waterloo), Lab Faculty, Biological Sciences
ROSVICK, JOANNE, B.Sc., (Alta.), M.Sc., Ph.D (U.Vic.), Physics (Astronomy)
RUHL, BARBARA, B.Sc. (Hons.) (Guelph), B.Ed. (West. Ont.), Lab Faculty, Chemistry
RUPERT, MAYA, B.Sc., M.Sc. (Comp. Sc.), M. Sc. (Stats.), (L.U.), Diplôme d'Etudes Approffondies, (Universite de Rennes), Computing Science
RUVINSKY, MAXINE, B.F.A., Cert. Journalism, M.A. (Calg.), Ph.D. (McGill), Assistant Professor, Journalism
RYAN, DEBRA, R.N., B.Sc.N. (U.C.C.), Nursing
SALVATORE, JOHN, B.Eng. (McMaster) I.D. (B.C.), College & Career Preparation
SANSOME, MICHAEL, B.Ed., Cert. Ed. (Brit. Col.), T.E.S.L. Cert. (V.C.C), E.S.L.
SARTZETAKIS, EFTICHIOS, B.A. (Thessaloniki), M.A. (Sask.), Ph.D. (Carleton), Associate Professor, Economics
SCHALM, DAVID, Voc. I.D. (Brit. Col.), C.I.P. (B.C.), H.D. Mech. T.Q. (B.C.), Auto Tech. (B.C.), H.D. Mechanic/Automotive Specialty (Wm. Lk.)
SCHECK, RON, B.Sc. (U.Vic.), Mathematics & Statistics (Wm. Lk.)
SCHEFFEL, DAVID, B.A. (Man.), Cert. Soc. Anth. (Cantab), M.A. (Memorial), Ph.D. (McMaster), Associate Professor, Anthropology
SCHETTINI, PHILIP, I.D. (V.C.C.), Dipl. Hospitality Mngt. (Cheltenham, U.K.), T.Q. (B.C.), M.Ed. (S.F.U.), Tourism Management
SCOLLON, KEVIN B., Cert. Hort. (U.C.C.), Dipl. Hort. (Olds), I.D. (Brit. Col.), B.A.H.T. (Olds), Lab Faculty and Coordinator, Horticulture
SCOTT, BRONWEN, B.A. (Brit. Col.), Technical/Professional English, Coordinator of the Writing Centre
SEDGMAN, DAVE, D.V.M. (Sask.), Animal Health Technology, Chairperson, Agriculture-Related Programs
SELDON, JAMES, B.A. (Hons.) (Carleton), Ph.D. (Duke), Professor, Economics
SELDON, ZENA, B.Sc., M.Sc. (Iowa State), Ph.D. (Man.), Associate Professor, Economics & Finance
SHEETS, DAVID, R.R.T. (U.C.C.), I.D. (V.C.C.) Respiratory Therapy
SHKLANKA, DIANA, B.A. (Hons.) (Sask.), M.A. (Cornell), M.L.S. (Simmons Coll.), Ph.D. (Brit. Col.), English (Wm. Lk.)
SIGGERS, JOHN, B.Sc. (Nottingham), M.Ed. (Gonzaga), Mathematics & Statistics
SIGLOCH, BERNDT, Dipl. Ing. (T.U. Berlin), M.B.A. (Brit. Col.), Accounting & Management Science
SIMON, KAREN, B.Ed. (Brit. Col.), College & Career Preparation
SIMPSON, KEN, B.A. (Hons.) (Wilfrid Laurier), B.Ed., M.A. (Toronto), Ph.D. (Brit. Col.), English
SIMPSON, SHARON, R.N., B.Sc.N. (Brit. Col.), M.S. (Portland), Assistant Professor, Nursing
SKELLY, MATT, Master Technician, T.Q. (Marine, Inboard/Outboard Marine & Outdoor Power Equip.), C.I.P. (B.C.), Voc.I.D. (Brit. Col.), Marine Inboard/Outboard and Outdoor Power Equiment
SMITH, MAUREEN, B.A. (Calg.), M.Ed.St. (Queensland), Assistant Professor, Technical/Professional English
SMITH, RON G., B.Sc. (Calg.), M.Sc. (S.F.U.), Ph.D. (Dalhousie), Assistant Professor, Biological Sciences
SMITH, RONALD, B.Ed., Dipl. Ed., M.A. (Calg.), Assistant Professor, Technical/Professional English & Journalism
SOLMER, AUDREY, B.Sc., M.B.A. (Brit. Col.), Mathematics & Finance
SORENSEN, JACQUELINE, B.N.R.S. (U.C.C.), Lab Faculty, Natural Resource Sciences
SPULLER, JOSEPH, B.Sc. (SUNY-Stony Brook), M.Sc., Ph.D. (Brit. Col.), Physics
STAINTON, TIM, C.I.P. H.D. Mech. (B.C.), C.I.P. Comm. Trans. (B.C.), T.Q. Automotive, Voc. I.D. (Brit. Col.), Heavy Duty Mechanics
STEVENS, NAN, B. Phys. (McMaster), B.Ed. (Lakehead), M.Ad. Ed. (St.F.X.), Assistant Professor, Education
STEWART-PATTERSON, IAIN, B.P.E., M.Ed. (Calg.), A.C.M.G., U.I.A.G.M., I.F.M.G.A., Adventure Programs

STIEG, FRANZ, Trade Cert. (Austria), T.Q. (Cook) (B.C.), I.D. (V.C.C.), Professional Cook Training
STODDARD, ALICE
STRUMECKI, JOSEPH, Voc. I.D. (Brit. Col.), C.I.P. H.D. Mech. (B.C.), C.I.P. Comm. Trans. (B.C.), Commercial Transport Apprenticeship
SUTHERLAND, KATHERINE, B.A. (Hons.), M.A. (U. Vic), Ph.D. (York), Assistant Professor, English, Coordinator Academic English
TAMBLYN, KIM, B.Ed., Cert. Ed. (Brit. Col.), College Prep.
TAPLEY, ROBIN, B.A. (McGill), M.A. (U.N.B.), Ph.D. (McMaster), Assistant Professor, Philosophy
TARZWELL, GORDON, B.A. (Calg.), M.A., Ph.D. (Queen's), Assistant Professor and Chairperson, Economics
TAYLOR, COLIN, B.Sc., M.Sc. (Brit. Col.), Lab Faculty, Physics
TAYLOR, SHARON, B.A. (U.Vic.), College & Career Preparation
TEED, JANE, B.A., B.S.W. (Regina), M.S.W. (Toronto), Assistant Professor, Social Work
TEMPLEMAN, ELIZABETH J., B.A. (Cornell), Cert. Ed., M.A. (Cent. Wash.), E.S.L.
THOMAS, KEN, B.Ed. (Wales), B.A. (York), Dipl. Criminology (Leeds), M.S.W. (Wayne State), Ph.D. (Wilfred Laurier), Assistant Professor, Social Work
THOMPSON, BRENDA, B.A. (Hons.) (Trent), M.A. (West. Ont.), English & Technical/Professional English
THOMPSON, DAN, B.Comm. (Hons.), B.Ed. (Man.), M.B.A. (Queen's), Cert. Data Processing (R.R.C.), C.M.A., C.F.A., Assistant Professor and Chairperson, Management
THOMPSON, DEBORAH, B.P.E., P.D.A.D. (Alta.), Cert. Ed. (Brit. Col.), E.S.L.
THOMPSON, SHAWN, B.A. (Hons.) (West. Ont.), M.A. (Queen's), Assistant Professor, Journalism
THOMSON, BRUCE, B.A. (Brit. Col.), Cert. Ed. (S.F.U.), M.A.T. (S.I.T.), E.S.L.
THORAVAL, YVES, L. ès. L., M.A. (Rennes), French, Coordinator Modern Languages
TITHECOTT, JOAN, B.A. (Queen's), Cert. Ed. (Ont. & B.C.), M.A. (Brit. Col.) E.S.L.
TOMKINS, DAVE, B.A. (Regina), M.Sc. (Calg.), Mathematics & Statistics
TORDOFF, GORDON K., T.Q. (Auto/H.D. Partsperson Specialty) (Ford, Dagenham, England), Voc. I.D. (Brit. Col.), Partsperson
TOTTEN, JIM, B.A. (Sask.), M.Math., Ph.D. (Waterloo), Mathematics & Statistics
TSIGARIS, PETER, B.Comm., M.A., Ph.D. (Concordia), Assistant Professor, Economics & Finance
TSUI, ERNEST, B.Sc., M.Sc. (London), Ph.D. (Sussex), Physics
TWYNAM, NANCY, B.Sc. (Concordia), M.Sc. (Oregon), College Prep.
TYSON, FLORENCE, R.N., B.Sc.N. (U.Vic.), M.S.N. (Brit. Col.), Nursing
URBAN, JOANNA, R.T., M.Sc. (Poland), Lab Faculty, Biological Sciences
VALADE, GILLES, Dipl. Gen. Ins. (Vieux Montreal), Dipl. Adv. Tour., B.T.M. (U.C.C.), A.I.I.C. Ins. (Inst. of Canada), Tourism Management and Adventure Tourism
VAN ZAND, PAUL, Dipl. Bldg. Tech. (B.C.I.T.), Adv. Design Dipl. (V.S.A.), A.Sc.T., EDDT
VEDD, RISHMA, C.G.A., M.B.A. (City), Ph.D. (Dundee), Assistant Professor, Accounting & Management
VERMEULEN, SANDRA, B.A. (Hons.) (Winnepeg), M.A., PhD. (S.F.U.), Assistant Professor, Psychology
VIAUD, GILLES, B.A., M.A. (Laval), Ph.D. (Sask.), Assistant Professor, Geography, Chairperson, Social and Environmental Studies
VILLENEUVE, ERIC, B.Sc. (Ottawa), M.Sc. (Calg.), College Prep.
VOLLICK, DAVID, B.A. (Hons.), M.A., Ph.D. (West. Ont.), Assistant Professor and Chairperson, Psychology
WAGNER, DALE, R.N., B.S.N. (Leth.), M.S. (C.C.H.S.), Nursing
WAHN, JUDY, B.A., M.B.A. (Sask.), Ph.D. (Alta.), Assistant Professor, HRM & Management
WALDICHUK, TOM, B.A. (Carlton), M.A. (Wilfred Laurier), Ph.D. (York), Assistant Professor, Geography
WALKER, NERINE, B.A., B.L.S. (S. Africa), Cert. Ed., M.Ed. (S.F.U.), E.S.L.
WALMSLEY, CHRISTOPHER, B.S. (Springfield), M.A. (S.W.P.) (McMaster), Ph.D. (Laval), Assistant Professor, Social Work
WALTON, BILL, N.D.D. (Newcastle), A.T.D. (Leicester), Visual Arts
WALTON, LINDA, N.D.D. (Berkshire), A.T.D. (Leicester), Visual Arts
WALTON, PATRICK, B.A., B.Ed., M.Ed. (Regina), Ph.D. (Brit. Col.), Assistant Professor, Education
WARD, BRIAN, I.P. (Alta.), Dipl. CAST (U.C.C.), I.D. (Brit. Col.), Electrical
WARREN, BERNIE, B.Sc.F. (Toronto), M.A.Sc. (Waterloo), Management Science & MIS
WATSON, E. KENT, B.Sc., M.Sc. (Brit. Col.), Assistant Professor, Natural Resource Sciences
WATSON, SHERI M., B.Sc., M.Sc. (Calg.), Lab Faculty, Natural Resource Sciences
WEISGERBER, DENISE, B.A. (Brit. Col.), M.A. (Toronto), Psychology
WELCH, TROY, M.Ed. (S.F.U.), Lab Faculty, DAAD
WELLS, DIANE, R.N., B.Sc.N. (Portland), Nursing
WEREMCZUK, GEORGE, B.Sc. (Brit. Col.), Dipl. Met. (McGill), Comp. Maint. Cert. (U.C.C.), Lab Faculty, Physics
WHARF, DAVE, C.I.P. H.D. Mech. (Alta.), C.I.P. Comm. Trans. (B.C.), Voc. I.D. (Brit. Col.), Commercial Transport Technician and Chairperson, Mechanical Trades
WHITE, GRANT, Auto Mech. (B.C.) (Sask.), H.D. Mech. (B.C.), Comm. Trans. Mech. (B.C.), Voc. I.D. (Brit. Col.), Automotive Specialty
WHITE, MARILYN, R.N., B.Sc.N. (McGill), Nursing
WHITE, STEPHEN, Cert. Plumb. (Inter-Provincial), Gas "B" (B.C.), I.D. (Brit. Col.), Plumbing
WHITTLES, MARTIN, B.A. (Leth.), M.Sc. (L.S.E.), Ph.D. (Cantab), Assistant Professor, Anthropology
WIEBE, LES, Cert. "A" Weld. (B.C.), I.P. Welding (B.C.), T.Q. Steel Fabricating (B.C.), Voc. I.D., Level II Weld. Inspector, Welding
WILLIAMS, DAVID, B.Sc., M.Sc. (Brit. Col.), Assistant Professor, Biological Sciences
WILTSE, LYNNE, B.Ed. (U.Vic.), M.Ed. (Alta.), Education
WOEPPEL, PHYLIS, B.Sc., B.Ed. (Sask.), Office Administration
WONG, ANDREW, B.Sc., B.F.A. (Brit. Col.), M.A. (Bowling Green), Lab Faculty, Visual Arts
WYKES, TED, Dipl. Tourism (Sir Sandford Fleming), I.D. (V.C.C.), Events & Conventions and Tourism Management
YARMIE, ANDREW, B.A. (Hons.) (U.Vic.), Ph.D. (London), Associate Professor, History
YU, ROGER, M.Sc. (Shandong), Ph.D. (S.F.U.), Professor, Mathematics & Statistics
ZAWADUK, CHERYL, R.N. (U.C.C.), B.S.N. (U.Vic.), M.S. (Portland), Assistant Professor, Year 3 & 4 Coordinator, Nursing
ZWINGLI, KURT, Trade Cert. (Switzl.), I.D. (V.C.C.), D.M.A.T.P., Professional Cook Training

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