

2013.2014

# Academic Calendar

**MacEwan University** | [MacEwan.ca](http://MacEwan.ca)





# Academic Calendar 2013/2014

## MacEwan University









## President's Message

At MacEwan University, we strive to give the very best to our students. For more than 40 years, MacEwan University has provided a wide variety of program and course offerings, an open learning environment, and quality faculty focused on student success.

We are pleased to announce that in 2012, the Association of Universities and Colleges of Canada (AUCC) unanimously voted to admit MacEwan University as a member. This came after a rigorous, two-year review process. Inclusion into this national organization recognizes that we have successfully transitioned from a college to an undergraduate university.

We have also done very well in the *Globe and Mail's* latest Canadian University Report. The university ranked in first place in the categories of Most Satisfied Students, Student/Faculty Interaction, Instructors' Teaching Style, Quality of Teaching and Learning, and Class Size. The report judges us alongside the best undergraduate universities in the country.

For you as a student, our AUCC membership and our nation-wide ranking indicate our preparedness to provide you with an outstanding educational experience.

If you're in search of a university that emphasizes a unique teaching and learning-focused education, look no further. Whether you want to enrol in liberal arts, science, business, humanities, fine and performing arts, communications, or health and community services, MacEwan University has the right program for you.

Dr. David W. Atkinson  
President



## Message from the Vice-President, Academic and Provost

The world is changing in ways we could not imagine even a few years ago. The impact of climate change. The reach and impact of the Internet and social media. A permanently staffed space station. Machines the size of molecules. International business and the collision of Western and Eastern values. Artistic media and skills expressing our creativity in innovative and diverse ways. Human health facing new challenges and devising new solutions. How will you prepare for a future that we cannot predict? What will you need to know? What skills will you need to have?

At MacEwan University, we are continually reinventing undergraduate education to prepare our graduates for the real challenges of the 21<sup>st</sup> century. Bring your enthusiasm for learning, your energy for making a difference, and your excitement for stepping up and into the important role you can play in Edmonton, Alberta, Canada and beyond. We will be here for you with an educational experience like no other - one that integrates theory and practice, nurtures citizenship and career goals, and encourages you to reach for your personal and professional dreams.

Dr. John Corlett

# Mission Statement

MacEwan University is a vibrant, innovative educational institution focused on student learning. MacEwan fosters student success and student contributions within local, national and international communities. Teaching and learning are central to the academic endeavour, which is informed and enriched by research and scholarly pursuits of highly engaged faculty and staff. MacEwan strives to exemplify the values of respect, integrity, citizenship and environmental stewardship through teaching, learning, scholarship, research and service.

*Approved by the Board of Governors, June 12, 2008*

# MacEwan in 2020 – Our Vision

By 2020, MacEwan will be a distinctive comprehensive university with a curriculum designed to maximize quality, flexibility and accessibility. The University's ongoing commitment to teaching excellence will be complemented and supported by the engagement of both faculty and students in research, scholarly activity and artistic creation. Drawing on the inspiration of its namesake, MacEwan will be a leader in sustainability.

The following features will distinguish MacEwan University in 2020:

- **Focus on Students** – Supportive interaction between students and University faculty and staff dedicated to fostering student success will continue to be a hallmark of MacEwan. The University aspires to be the first choice for students, faculty and staff with a passion for inquiry, creativity and contributing to our global community.
- **Learning Culture** – Student learning will be enhanced by both a research orientation and a strong practical component, built on the University's linkages with academic, business, professional and service organizations and communities, both domestic and international. Integration of the University community in a single sustainable campus will support the learning culture by enhancing interdisciplinary opportunities for students, program development, student support services and campus life.
- **Accessibility and Diversity** – Diversity of faculty and students will further enrich the educational experience at MacEwan and will be reflected in its curriculum and services. By serving a wide range of students, the University will foster appreciation and respect for diversity and a global and inter-cultural perspective in teaching, learning and research.
- **Unique Legacy** – Reflecting the legacy of its namesake, Dr. J.W. Grant MacEwan, in the areas of scholarship, lifelong learning, social responsibility and environmental stewardship, MacEwan will equip its students, faculty and staff well to leave their communities and the world better than they found them.

*Approved by the Board of Governors, February 10, 2011*

# Educational Philosophy Statement

At MacEwan University, teaching and learning are our priorities. We value the legacy of Dr. Grant MacEwan and strive to emulate his example of service, stewardship, and life-long learning in our student-centred environment.

We believe that learning occurs through exploration and questioning, in an environment of mutual respect and collaboration. Learning is enriched by interactions among instructors and students whose diverse life experiences, cultures, ethnicities, religions, and abilities are acknowledged and respected.

We are committed to scholarship and the maintenance of high academic standards. We believe that learners benefit from their association with educators and staff who demonstrate integrity and purpose, leadership in their fields, and passion for their work.

We endeavour to enhance our students' capacity to live well-balanced, productive lives as citizens of our interconnected world. Our links with communities beyond the university – academic and professional, local and international – ensure the relevance of learning activities and enable students to move confidently into the workforce or on to further educational opportunities.

*Approved by Academic Council, May 11, 2004*

*Approved by the Board of Governors, June 17, 2004*

# Educational Goals

MacEwan University is committed to promoting intellectual curiosity and excitement for learning.

MacEwan encourages student success by creating learning environments that are stimulating and challenging and respond to a diversity of student needs and learning styles. Our programs provide innovative curriculum that is current, challenging, and responsive to community needs.

Through effective faculty-student interaction, students will gain appreciation for diversity, ethical practice, academic integrity, and personal and professional responsibility.

MacEwan students will develop self-awareness and the ability for reflection that will pave the way for a life-long pursuit of learning. They will develop an appreciation for scholarship and research as integral to the pursuit and application of knowledge.

MacEwan students will be prepared for employment, opportunities for advanced and further study, and active citizenship. They will have discipline and field-specific knowledge; creative and critical thinking skills; and the abilities required to be leaders in their local, national and global communities.

*Approved by Academic Governance Council, November 17, 2009*

*Approved by Board of Governors, December 10, 2009*

# ACADEMIC SCHEDULE – 2013/2014

SEPTEMBER 1, 2013 TO AUGUST 31, 2014

NB: Convocation (unconfirmed)

Programs and courses that start at other times of the year than reflected here will have Academic Schedules distributed through the specific program or course with a copy provided to the Office of the University Registrar prior to the commencement of the scheduling process for the subsequent academic year.

## SEPTEMBER 2013

Monday, 2 Labour Day; University closed.  
 Tuesday, 3 First day of Fall term, regular session classes.  
 Wednesday, 4 Last day for payment of Fall term fees.  
 Tuesday, 10 Last day for course add/drop for the Fall term, regular session; after this day, withdrawals without academic penalty, from regular session classes, may take place until Friday, November 8.

## OCTOBER 2013

Monday, 14 Thanksgiving Day; University closed.

## NOVEMBER 2013

Friday, 8 Fall Convocation (unconfirmed).  
 Last day to withdraw from Fall term, regular session classes, without academic penalty.  
 Monday, 11 Remembrance Day observance;  
 University closed.

## DECEMBER 2013

Wednesday, 4 Final examination period begins.  
 Friday, 13 Last day of classes and final examinations for Fall term. Grades are due no later than December 19th.  
 Tuesday, 24 Christmas Eve; University closes at 12:00 pm (noon).  
 Wednesday, 25 Christmas Day; University closed.  
 Thursday, 26 Boxing Day; University closed.  
 Friday, 27 – Tuesday, 31 Christmas Break; University closed.

## JANUARY 2014

Wednesday, 1 New Year's Day; University closed.  
 Monday, 6 First day of Winter term, regular session classes.  
 Tuesday, 7 Last day for payment of Winter term fees.  
 Monday, 13 Last day for course add/drop for the Winter term, regular session; after this day, withdrawals without academic penalty, from regular session classes, may take place until Friday, March 21.  
 Friday, 17 Last day to apply for supplemental exam or reassessment of grades for Fall term course(s).

## FEBRUARY 2014

Monday, 17 Family Day; University closed.  
 Monday, 17 to Friday, 21 Reading Week; no regular session classes.

## MARCH 2014

Friday, 21 Last day to withdraw from Winter term, regular session classes without academic penalty.

## APRIL 2014

Monday, 14 Final examination period begins.  
 Friday, 18 Good Friday; University closed.  
 Monday, 21 Easter Monday, University closed.  
 Saturday, 26 Last day of classes and final examinations for Winter term. Grades are due no later than May 2.

## MAY 2014

Monday, 5 First day of Spring/Summer term and Spring session classes.  
 Tuesday, 6 Last day for payment of Spring/Summer term and Spring session fees.  
 Wednesday, 7 Last day for course add/drop for Spring session classes; after this day, withdrawals without academic penalty, from spring session classes, may take place until Monday, June 9.  
 Monday, 12 Last day for program changes, course add/drop, and late enrolment for Spring/Summer term, regular session; after this day, withdrawals without academic penalty, from regular session classes, may take place until Friday, July 11.  
 Monday, 19 Victoria Day; University closed.  
 Friday, 30 Last day to apply for supplemental examinations or reassessment of grades for Winter term course(s).

## JUNE 2014

Monday, 9 Spring Convocation (unconfirmed).  
 Last day to withdraw from Spring session classes without academic penalty.  
 Thursday, 26 Last day of classes and final examinations for Spring session. Grades are due no later than July 2.

## JULY 2014

Tuesday, 1 Canada Day; University closed.  
 Wednesday, 2 First day of Summer session classes.  
 Thursday, 3 Last day for payment of Summer session fees.  
 Friday, 4 Last day for program changes, course add/drop and late enrolment in Summer session classes; after this day, withdrawals without academic penalty, from summer session classes, may take place until Wednesday, August 6.  
 Friday, 11 Last day to withdraw from Spring/Summer, regular session classes without academic penalty.

## AUGUST 2014

Monday, 4 Heritage Day; University closed.  
 Wednesday, 6 Last day to withdraw from Summer session classes without academic penalty.  
 Thursday, 21 Last day of Spring/Summer term and Summer session classes. Grades are due no later than August 28.



# 2013

## SEPTEMBER

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

## OCTOBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## NOVEMBER

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## DECEMBER

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

# 2014

## JANUARY

S	M	T	W	T	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## FEBRUARY

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

## MARCH

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

## APRIL

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

## MAY

S	M	T	W	T	F	S
		1	2	3		
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## JUNE

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

## JULY

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## AUGUST

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

# PROPOSED ACADEMIC SCHEDULE – 2014/2015

SEPTEMBER 1, 2014 TO AUGUST 31, 2015

NB: Convocation (unconfirmed)

Programs and courses that start at other times of the year than reflected here will have Academic Schedules distributed through the specific program or course with a copy provided to the Office of the University Registrar prior to the commencement of the scheduling process for the subsequent academic year.

## SEPTEMBER 2014

Monday, 1 Labour Day; University closed.  
 Tuesday, 2 First day of Fall Term, regular session classes.  
 Wednesday, 3 Last day for payment of Fall Term fees.  
 Tuesday, 9 Last day for course add/drop for the Fall Term, regular session; after this day, withdrawals without academic penalty, from regular session classes, may take place until Friday, November 7.

## OCTOBER 2014

Monday, 13 Thanksgiving Day; University closed.

## NOVEMBER 2014

Friday, 7 Fall Convocation (unconfirmed).  
 Last day to withdraw from Fall Term, regular session classes, without academic penalty.  
 Tuesday, 11 Remembrance Day observance; University closed.

## DECEMBER 2014

Wednesday, 3 Final examination period begins.  
 Friday, 12 Last day of classes and final examinations for Fall Term. Grades are due no later than December 18.  
 Wednesday, 24 Christmas Eve; University closes at 12:00 pm (noon).  
 Thursday, 25 Christmas Day; University closed.  
 Friday, 26 Boxing Day; University closed.  
 Monday, 29 – Wednesday, 31 Christmas Break; University closed.

## JANUARY 2015

Thursday, 1 New Year's Day; University closed.  
 Monday, 5 First day of Winter Term, regular session classes.  
 Tuesday, 6 Last day for payment of Winter Term fees.  
 Monday, 12 Last day for course add/drop for the Winter Term, regular session; after this day, withdrawals without academic penalty, from regular session classes, may take place until Friday, March 20.  
 Friday, 16 Last day to apply for supplemental exam or reassessment of grades for Fall Term course(s).

## FEBRUARY 2015

Monday, 16 Family Day; University closed.  
 Monday, 16 to Friday, 20 Reading Week; no regular session classes.

## MARCH 2015

Friday, 20 Last day to withdraw from Winter Term, regular session classes without academic penalty.

## APRIL 2015

Friday, 3 Good Friday; University closed.  
 Monday, 6 Easter Monday; University closed.  
 Wednesday, 15 Final examination period begins.  
 Friday, 24 Last day of classes and final examinations for Winter Term. Grades are due no later than May 1.

## MAY 2015

Monday, 4 First day of Spring/Summer Term and spring session classes.  
 Tuesday, 5 Last day for payment of Spring/Summer Term and spring session fees.  
 Wednesday, 6 Last day for course add/drop for spring session classes; after this day, withdrawals without academic penalty, from spring session classes, may take place until Monday, June 8.  
 Monday, 11 Last day for program changes, course add/drop, and late enrolment for Spring/Summer Term, regular session; after this day, withdrawals without academic penalty, from Spring/Summer Term regular session classes, may take place until Friday, July 10.  
 Monday, 18 Victoria Day; University closed.  
 Friday, 29 Last day to apply for supplemental examinations or reassessment of grades for Winter Term course(s).

## JUNE 2015

Monday, 8 Spring Convocation (unconfirmed).  
 Last day to withdraw from spring session classes without academic penalty.  
 Thursday, 25 Last day of classes and final examinations for spring session. Grades are due no later than June 30.

## JULY 2015

Wednesday, 1 Canada Day; University closed.  
 Monday, 6 First day of summer session classes.  
 Tuesday, 7 Last day for payment of summer session fees.  
 Wednesday, 8 Last day for program changes, course add/drop and late enrolment in summer session classes; after this day, withdrawals without academic penalty, from Spring / Summer Term summer session classes, may take place until Monday, August 10.  
 Monday, 10 Last day to withdraw from Spring/Summer Term, regular session classes without academic penalty.

## AUGUST 2015

Monday, 3 Heritage Day; University closed.  
 Monday, 10 Last day to withdraw from summer session classes without academic penalty.  
 Friday, 21 Last day of Spring/Summer Term and summer session classes. Grades are due no later than August 28.

# 2014

## SEPTEMBER

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

## OCTOBER

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## NOVEMBER

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

## DECEMBER

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

# 2015

## JANUARY

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## FEBRUARY

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

## MARCH

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## APRIL

S	M	T	W	T	F	S
				1	2	3
	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## MAY

S	M	T	W	T	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## JUNE

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

## JULY

S	M	T	W	T	F	S
				1	2	3
	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## AUGUST

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					



# PRIVACY PROTECTION AND DISCLOSURE NOTIFICATIONS

Freedom of Information and Protection of Privacy (FOIP) . . . . .	11
Personal Information Defined . . . . .	11
Personal Information Collection and Use and Disclosure Notifications – Office of the University Registrar . . . . .	11
Personal Information Disclosure Notifications – General. . . . .	12
Student Privacy and System Protection Responsibilities . . . . .	12
Notification of Survey Participation and Disclosures . . . . .	12
MacEwan University Surveys . . . . .	12
Government of Alberta Surveys . . . . .	12
Graduate Outcomes Survey . . . . .	13
Aboriginal Learner Data Collection Initiative. . . . .	13
Statistics Canada Surveys . . . . .	13
Enhanced Student Information System (ESIS) Survey . . . . .	13
National Graduate Survey (NGS) . . . . .	13
Disclosure of Personal Information to Statistics Canada . . . . .	13

## FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY (FOIPP)

The Alberta *Freedom of Information and Protection of Privacy (FOIPP) Act* is Alberta provincial legislation which applies to all information collected, generated, and recorded by the University in effecting its business under its charter as a post-secondary educational institution under the Alberta Post-Secondary Learning Act.

The *FOIPP Act* aims to balance the public's right to access records and the individual's privacy.

The purposes of the *FOIPP Act* are to:

- provide access to much of the recorded information held by public bodies;
- protect privacy of individuals by controlling the collection, use and disclosure of personal information;
- allow individuals right of access to personal information about themselves held by a public body;
- allow individuals the right to request corrections to this information; and,
- provide access to an independent review of decisions made by the public bodies under this Act.

To view the legislation or get official information on the Act please see the website of the Alberta Information and Privacy Commissioner at: [www.oipc.ab.ca](http://www.oipc.ab.ca)

For more information on FOIPP at MacEwan University you may go to the MacEwan Access and Privacy Office website at: [MacEwan.ca/FOIP](http://MacEwan.ca/FOIP) or contact the MacEwan Information Access and Privacy Protection Office at 780-497-5423.

## PERSONAL INFORMATION DEFINED

Personal Information is defined in the Alberta *Freedom of Information and Protection of Privacy (FOIPP) Act* s.1 (n) as recorded information concerning an identifiable individual, including but not limited to:

- the individual's name, home or business address, or home or business telephone number;
- the individual's race, national or ethnic origin, colour, or religious or political beliefs, or associations;
- the individual's age, sex, marital status or family status;
- an identifying number, symbol or other particular assigned to the individual;
- the individual's fingerprints, other biometric information, blood type, genetic information or inheritable characteristics;
- information about the individual's health and health care history, including information about a physical or mental disability;
- information about the individual's educational, financial, employment or criminal history, including criminal records where a pardon has been given;
- anyone else's opinion about the individual; and,
- the individual's personal views or opinions, except if they are about someone else.

## PERSONAL INFORMATION COLLECTION AND USE AND DISCLOSURE NOTIFICATIONS – OFFICE OF THE UNIVERSITY REGISTRAR

Personal Information is collected and used by the Office of the University Registrar for a variety of purposes including but not limited to application for admission, emergency contact, general confirmations, prior learning recognition, transcript requests, extension of incomplete contract requests, agreements with respect to incomplete grades, applications to audit, prior learning recognition, name/address changes, examination requests, parchment replacements, and applications to graduate.

These collections are necessary for operating programs of the University, and performing activities of the Office of the University Registrar. Personal information collected directly from individual students is used to carry out required functions consistent with the purposes for which the personal information was collected.

If the student has not supplied an Alberta Student Number (ASN), and that number is necessary to complete the application process for a student educated in Alberta, MacEwan University will collect that number indirectly from Alberta Education on behalf of the student.

The personal information requested by the Office of the University Registrar is collected under the authority of the Alberta Post-Secondary Learning Act and protected, used and disclosed under the authority of Part 2 of the Alberta *Freedom of Information and Protection of Privacy (FOIPP) Act*. Unless otherwise indicated, direct any questions regarding personal information collections identified below by the Office of the University Registrar to the Associate Registrar, Records and Convocation, MacEwan University, Office 7-118 – 10700 – 104<sup>th</sup>. Avenue, Edmonton, Alberta, T5J 4S2, telephone 780-633-3110.

## PERSONAL INFORMATION DISCLOSURE NOTIFICATIONS

The Alberta *FOIPP Act* contains provisions allowing or requiring public bodies to disclose personal information in their custody or under their control for a range of reasons. Disclosures of personal information without the express prior written consent of the student are sometimes necessary or desirable in the course of conducting the business of the University and directly or indirectly supporting students and the educational experience. Such disclosures occur only where required or permitted by the Alberta *FOIPP Act*. Most releases are governed by provisions found in the *FOIPP Act* Part 2 Division 2 "Use and Disclosure of Personal Information by Public Bodies".

The *FOIPP Act* requires that personal information collected by a public body may only be used or disclosed for the purpose for which it was collected and purposes consistent with that collection.

The best explanation of a consistent use or disclosure may be found in IPC Order 2001-038 on the website of the Alberta Information and Privacy Commissioner.

The Office of the University Registrar, Academic Divisions/ Faculties or Programs or other University offices may routinely release only the following personal information of students in compliance with provisions of Section 17(2)(j) of the Alberta *FOIPP Act*, unless otherwise requested by the student (Section 17(3) of the Act):

- enrolment in a school of an educational body or in a program offered by a post-secondary educational body,
- attendance at or participation in a public event or activity related to a public body, including a graduation ceremony, sporting event, cultural program or club, or field trip, or
- receipt of an honour or award granted by or through a public body.

Additional student personal information uses and disclosures may occur without the prior written consent of the student subject to acceptable consistent use standards, emergency and law enforcement situations, Information Sharing Agreements, participation in Common or Integrated Programs and Services, or other agreements that meet the access and privacy protection provisions of the Alberta *FOIPP Act*.

Personally identifiable information of individuals and student work may be released to accreditation bodies for the purposes of program evaluation, accreditation or accreditation renewal.

Public inquiries directly related to the collection, use and disclosure of student personal information should be directed to the Associate Registrar, Records.

## STUDENT PRIVACY AND SYSTEM PROTECTION RESPONSIBILITIES

Student privacy protection responsibilities include but are not limited to:

- safeguarding and protecting from unauthorized disclosure any passwords or other unique identifiers assigned to them;
- recovering and securing any assignments, examinations or other documents made available for return to them; and,
- treating as confidential any personal information of third parties that might come into their possession during the course of their academic experience or while on practicum placement.

## NOTIFICATION OF SURVEY PARTICIPATION AND DISCLOSURES

To facilitate research that supports program and service planning and quality improvement initiatives at MacEwan University, and that enhances understanding of Alberta's and Canada's post-secondary educational systems, MacEwan University may release student contact and other personal information to external agencies without prior written consent, but within the allowable provisions of the Alberta *Freedom of Information and Protection of Privacy (FOIPP) Act*. These agencies include Statistics Canada, Alberta Advanced Education and Technology, and external contractors engaged by MacEwan University to conduct surveys of current and former students.

These agencies treat the contact information provided with confidentiality, and utilize it only for the specific research purposes for which it was provided. Examples of survey participations and related personal information disclosures by MacEwan University may include but are not necessarily limited to the following.

### MACEWAN UNIVERSITY SURVEYS

MacEwan University contracts out telephone surveying for our own Graduate, Early Leaver and University Transfer Follow-up surveys, as well as surveys of graduates of programs undergoing evaluation in any given year.

Further information on MacEwan University conducted surveys may be obtained from MacEwan University's Institutional Research and Planning at 780-497-5403.

### Government of Alberta, Advanced Education and Technology Surveys

MacEwan University supports the provincial Post-Secondary Institution Graduate Outcomes Survey, and the Aboriginal Learner Data Collection Initiative of Alberta Advanced Education and Technology.

## Graduate Outcomes Survey

Alberta Advanced Education and Technology and the publicly funded post-secondary institutions collaborate to conduct a biennial survey of graduates. The data collected help to inform policy development and program and service review and improvements. The authority to collect this information is the Post-Secondary Learning Act sections 65 and 118.

Data collected for this study fall into six broad areas of enquiry:

1. Graduate demographics
2. Graduate employment outcomes
3. Graduate satisfaction
4. Graduate awareness of post-secondary options and graduate transitions
5. Financing of post-secondary studies
6. Attitudes towards and experiences in regard to life-long learning

## Aboriginal Learner Data Collection Initiative

Alberta Advanced Education and Technology requires that the following question appear on all post-secondary enrolment/ application forms and subsequently collects response data from post-secondary educational bodies:

*If you wish to declare that you are an Aboriginal person, please specify:*

- *Status Indian/First Nations*
- *Non-Status Indian/First Nations*
- *Métis*
- *Inuit*

Alberta Advanced Education and Technology collects this personal information pursuant to section 33(c) of the FOIPP Act as the information relates directly to and is necessary to meet its mandate and responsibilities to measure system effectiveness over time and develop policies, programs and services to improve Aboriginal learner success.

## STATISTICS CANADA SURVEYS

### Enhanced Student Information System (ESIS) Survey

ESIS is an administrative database on all students. The basis for ESIS is administrative records and the authority to obtain those records is Section 13 of the *Statistics Act*. ESIS involves the full range of student data. Students can have their personal information deleted from ESIS by contacting Statistics Canada. The web address for this process is: [www.statcan.ca/english/concepts/ESIS/students.htm#15](http://www.statcan.ca/english/concepts/ESIS/students.htm#15).

### National Graduate Survey (NGS)

The National Graduate Survey (NGS) is conducted on a voluntary basis for participating institutions under the authority of Section 8 of the *Statistics Act*. The NGS is a periodic survey of a random sample of graduates. The NGS is intended to measure the short to medium-term labor market outcomes of graduates from Canadian public University, community college and trade-vocational programs. The NGS is a sample survey (compared to a census survey where attempts are made to contact all individuals). It is structured so that there is confidence in the survey results at a provincial level, as well as at the credential level (certificate, diploma, etc.) and the field of study level. This sampling strategy results in relatively low levels of contact with graduates. Statistics Canada will only contact the graduate if they currently live in Canada or the United States.

## DISCLOSURE OF PERSONAL INFORMATION TO STATISTICS CANADA

Statistics Canada is the national statistical agency. As such, Statistics Canada carries out hundreds of surveys each year on a wide range of matters, including education. It is essential to be able to follow students across time and institutions to understand, for example, the factors affecting enrolment demand at post-secondary institutions. The increased emphasis on accountability for public investment means that it is also important to understand outcomes.

In order to carry out such studies, Statistics Canada asks all colleges and universities to provide data on students and graduates. Institutions collect and provide to Statistics Canada student identification information (student's name, student ID number, Social Insurance Number), student contact information (address and telephone number), student demographic characteristics, enrolment information, previous education, and labour force activity. The federal Statistics Act provides the legal authority for Statistics Canada to obtain access to personal information held by educational institutions. The information may be used only for statistical purposes, and the confidentiality provisions of the Statistics Act prevent the information from being released in any way that would identify a student.

Under the federal Privacy Act, individuals can request access to their own individual information held on federal information banks, including those held by Statistics Canada.

Students who do not wish to have their information used are able to ask Statistics Canada to remove their identifying information from the national database.

Further information on the use of this information can be obtained from Statistics Canada's website:

<http://www.statcan.ca/english/concepts/ESIS/index.htm> by writing to the Post-Secondary Section, Centre for Education Statistics, 17th Floor, R.H. Coats Building, Tunney's Pasture, Ottawa, K1A 0T6 or by calling 1-613-951-1666.





# CAMPUS LOCATIONS

For hours of operation, please visit  
[MacEwan.ca/Campuses](http://MacEwan.ca/Campuses).

## CITY CENTRE CAMPUS

10700 – 104 Avenue NW  
 Edmonton, AB T5J 4S2  
 Switchboard: 780-497-5040

## CENTRE FOR THE ARTS AND COMMUNICATIONS

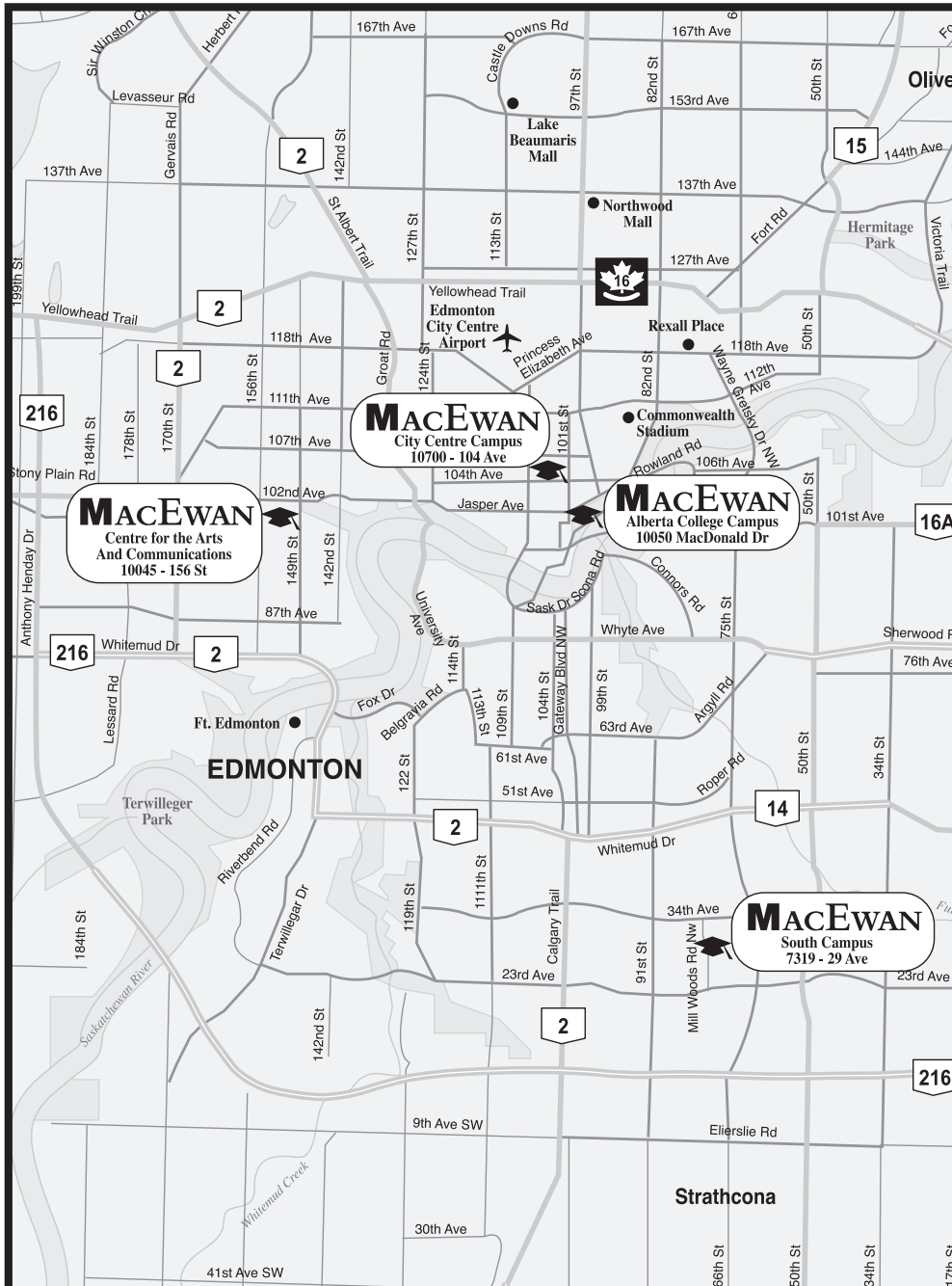
10045 – 156 Street NW  
 Edmonton, AB T5P 2P7  
 Switchboard: 780-497-4340

## SOUTH CAMPUS

7319 – 29 Avenue NW  
 Edmonton, AB T6K 2P1  
 Switchboard: 780-497-4040

## ALBERTA COLLEGE CAMPUS

10050 MacDonald Drive NW  
 Edmonton, AB T5J 2B7  
 Switchboard: 780-497-5040



# DIRECTORY

## SWITCHBOARD/GENERAL INFORMATION

Welcome Centre	780-633-3434
City Centre Campus	780-497-5040
Centre for the Arts and Communications	780-497-4340
South Campus	780-497-4040
Alberta College Campus	780-497-5040

## OFFICE OF THE UNIVERSITY REGISTRAR

Admissions	780-497-5140
Continuing Education Enrolment	780-497-5000
Toll-free	1-888-497-4622
University Registrar, Mike Sekulic	780-497-4495
Associate Registrar, Records and Convocation, Frances Billingsley	780-633-3110
Associate Registrar, Transfer, Anthony Norrad	780-633-3367
Associate Registrar, Enrolment, Michelle Fraser	780-497-5005

## TECHNOLOGY SUPPORT

Help Desk	780-497-4357
Toll-free	1-877-497-4267

## Programs

Accounting and Strategic Measurement	780-497-5221
Acupuncture	780-497-5168
Acupuncture Clinic Receptionist	780-497-4610
Arts and Cultural Management	780-497-4408
Asia Pacific Management	780-633-3472
Bachelor of Applied Business Administration – Accounting	780-497-5221
Bachelor of Applied Human Service Administration	780-497-5164
Toll-free	1-888-497-4622 ext. 5164
Bachelor of Arts	780-497-5653
Bachelor of Child and Youth Care	780-497-4646
Part-time/distance	780-497-5099
Bachelor of Commerce	780-497-5162
Bachelor of Communication Studies	780-497-5614
Bachelor of Education Transfer	780-497-5653
Bachelor of Jazz and Contemporary Popular Music	780-497-4436
Bachelor of Physical Education Transfer	780-497-4567
Bachelor of Professional Arts in Communication Studies (AU)	780-497-3405
Bachelor of Professional Arts in Criminal Justice (AU)	780-428-7277
Bachelor of Science	780-497-4520
Bachelor of Science in Engineering Transfer	780-497-4520
Bachelor of Science in Nursing	780-497-5874
Business Management (formerly Management Studies)	
Regular	780-497-5263
Aviation Management	780-497-5263
Professional Golf Management	780-633-3905
Insurance and Risk Management	780-497-5384
Cardiac Nursing	780-497-5188
Correctional Services	780-497-5296
Design Studies	780-497-4312

Disability Management in the Workplace	780-497-5188
Toll-free	1-800-661-6878
Disability Studies: Leadership and Community	780-497-5196
Self-study and distance offerings	780-497-5099
Toll-free	1-888-497-9390
Early Learning and Child Care	780-497-5157
Emergency Communications and Response	780-497-5379
English as a Second Language/English for Academic Purposes	780-497-4000
Fine Art	780-497-4321
General Studies	780-497-5653
Hearing Aid Practitioner	780-497-4142
Toll-free	1-800-799-6113
Human Resources Management	780-633-3466
Investigative Studies, Police and Investigations	
Full-time program	780-497-5186
Part-time program	780-497-5379
Legal Assistant	780-497-5242
Library and Information Technology	780-497-5763
Massage Therapy	780-497-5704
Music	780-497-4056
Nurse Credentialling	780-497-5188
Toll-free	1-866-808-5703
Nursing	780-497-5874
Professional Development Modules and Distance	780-497-5188
Nursing Continuing Education	780-497-5188
Occupational Health Nursing	780-497-5188
Toll-free	1-800-661-6878
Office Assistant	780-497-5763
Perioperative Nursing RN and LPN	780-497-5188
Toll-free	1-888-497-9390
Police Studies, Police and Investigations	
Full-time program	780-497-5186
Part-time program	780-497-5379
Post-basic Nursing Practice: Hospice Palliative Care and Gerontology	780-497-5188
Toll-free	1-888-497-9390
Preparation for University and College	780-497-4029
Psychiatric Nursing	780-497-5874
Public Relations	780-497-5389
Social Work	780-497-5566
Part-time program	780-497-5099
Special Needs Educational Assistant	780-497-5156
Theatre Arts	780-497-4408
Theatre Production	780-497-4408
Therapist Assistant	780-497-5723
Physical Therapist Assistant/ Occupational Therapist Assistant	780-497-5723
Speech Language Pathologist Assistant	780-497-5723
Travel	780-497-5254
University Studies International	780-633-3947
Wound Management	780-497-5188
Toll-free	1-888-497-9390

## Student Services

### ABORIGINAL EDUCATION CENTRE

Reception	780-497-5382
South Campus Advisor	780-633-3609

### ALUMNI RELATIONS AND SERVICES

Alumni Liaison	780-497-4273
Coordinator	780-497-5543

### CAMPUS CONNECTIONS

City Centre Campus	780-497-5198
Toll-free main switchboard	1-888-497-4622

### MACEWAN INTERNATIONAL

Director	780-497-5651
Office Manager	780-497-4581
Study Abroad	780-633-3267
University Studies International	780-633-3947

### MACEWAN LIBRARY

City Centre Campus	780-497-4054
Alberta College Campus	780-633-3738

### MACEWAN SPORT AND WELLNESS

Main Switchboard	780-497-5300
Senior Manager, Sport and Wellness	780-497-5091
Manager, Athletics	780-497-5795
Supervisor, Recreation	780-497-5370
Supervisor, Fitness	780-497-5692
Supervisor, Aquatics	780-497-5691
Supervisor, Customer Service	780-497-5372
MacEwan Health Services	780-497-5699

### MACEWAN BOOKSTORES

Manager	780-497-5481
City Centre Campus	780-497-5482
Centre for the Arts and Communications	780-497-4382
South Campus	780-497-4082
Alberta College Campus	780-633-3704

### MACEWAN RESIDENCE

Main Switchboard	780-633-8000
------------------	--------------

### STUDENT ADVISING

Admissions	780-497-5063
Financial Aid	780-497-5063

### STUDENT LIFE

- Counselling
- Workplace Integrated Learning
- International Student counselling
- Office of the Graduate Liaison
- Writing and Learning Services
- Career Services
- Services for Students with Disabilities

City Centre Campus	780-497-5064
Centre for the Arts and Communications	780-497-5810
South Campus	780-497-4041
Alberta College Campus	780-699-3708
Toll-free main switchboard	1-888-497-4622

### OFFICE OF THE GRADUATE LIAISON

City Centre Campus	780-497-5063
Toll-free main switchboard	1-888-497-4622

### SERVICES TO STUDENTS WITH DISABILITIES

City Centre Campus	780-497-5063
Centre for the Arts and Communications	780-497-5063
South Campus	780-497-4041
Alberta College Campus	780-497-5063
Toll-free main switchboard	1-888-497-4622

### WORKPLACE INTEGRATED LEARNING

Coordination Office, City Centre Campus	780-497-5063
Toll-free main switchboard	1-888-497-4622

### STUDENTS' ASSOCIATION

General Manager	780-497-5471
City Centre Campus	780-497-5631
Centre for the Arts and Communications – Programming and Services	780-497-4440
South Campus – Programming and Services	780-497-4144
Alberta College Campus	780-633-3786

## Administration

### EXECUTIVE

President and CEO, Dr. David Atkinson	780-497-5401
Vice-President, Academic and Provost	
Dr. John Corlett	780-497-5421
Associate Vice-President, Academic and Research, VACANT	780-497-5080
Vice-President and General Counsel, Michelle Plouffe	780-497-5750
Vice-President, Student Services, Cathryn Heslep	780-497-5413
Associate Vice-President, Enrolment, Kristine Smalcel-Pederson	780-497-5334
Vice-President, Finance and Administration, Brent Quinton	780-497-5446
Associate Vice-President, Finance and CFO, Rick Ellis	780-633-3146
Associate Vice-President, Human Resources, Mary Anne Wilkinson	780-497-5439
Vice-President, University Advancement, VACANT	780-497-5533
Chief Information Officer, John McGrath	780-497-5890
Executive Director, Institutional Research and Planning, Alan Vladicka	780-497-5391

### CENTRE FOR THE ARTS AND COMMUNICATIONS

Dean, Denise Roy	780-497-4410
Associate Dean, Dr. Rey Rosales	780-633-3715

### FACULTY OF ARTS AND SCIENCE

Interim Dean, Dr. Shahram Manouchehri	780-497-5327
Interim Associate Dean, Arts, Dr. Robert Irwin	780-497-5490
Associate Dean, Science, Dr. Pat Sullivan	780-497-5636

### FACULTY OF HEALTH AND COMMUNITY STUDIES

Dean, Sharon Bookhalter	780-497-5155
Associate Dean, Sharon Hobden	780-497-5181
Director, Centre for Professional Nursing Education, Shirley Galenza	780-497-4135

### SCHOOL OF BUSINESS

Dean, Elsie Elfrod	780-497-5210
Associate Dean, Mike Henry	780-497-5147
Associate Dean – Professional Programs, Sheila Steinhauer-Mozejko	780-497-5233



For further information on library services contact:  
City Centre Campus  
780-497-5850

Centre for the Arts and Communications  
780-497-4346

South Campus  
780-497-4054

Alberta College Campus  
780-633-3738

## MACÉWAN RESIDENCE

### MORE THAN JUST A PLACE TO LIVE.

Located on City Centre Campus, the MacEwan Residence gives almost 900 students safe, affordable housing and a unique living and learning environment.

It's more than just a place to live. It's a place to meet other students and get involved in campus activities. It's a place to learn and excel in a supportive environment. And a place to call home.

### SAFE. CENTRAL. COMPLETE.

The building is as central as you can get in Edmonton. It's located right on City Centre Campus, close to classes and services like the Library and Christenson Family Centre for Sport and Wellness. And it's within walking distance to everything from groceries and restaurants to shopping and entertainment. It is also near a major hub for public transit, serving major sites across the city and all other MacEwan University campuses.

### RESIDENCE LIFE

The best thing about living in residence is the experience of living in a unique community with other students facing the same experiences and challenges you face every day. Residents often say they appreciate how easy it is to meet new people and to develop great friendships that last well beyond their experiences at MacEwan University.

The residence environment provides you the opportunity to become an active member of the university community and to develop a range of personal skills. Our Residence Life program includes everything from social events and fun activities like intramurals and movie nights, to personal growth workshops like study skills and financial planning workshops, to formal leadership opportunities on the Residence Life Staff Team.

### SAFETY AND SECURITY

With 24-hour security, a multi-key access system and a team of live-in staff, MacEwan University's residence is built to give you the security you need.

Information and Residence applications are available online at [MacEwan.ca/Residence](http://MacEwan.ca/Residence).

### STUDENT LIFE

The Student Life is committed to helping students succeed throughout their time at MacEwan, provide personal counselling and help prepare you for a successful transition to the workplace or graduate studies. Your success as a student is the Student Life's main goal, and it has the resources you need. More details about services are available at [MacEwan.ca/SRC](http://MacEwan.ca/SRC) or call 780-497-5064.

## ADVISING SERVICES

Through admissions and financial advising, student advisors help students get the information they need to make informed educational choices and to be fully prepared, financially and academically, to begin and continue their studies at MacEwan University. Student Advisors are available at all campuses. For more information and for hours of service visit [MacEwan.ca/Advising](http://MacEwan.ca/Advising) or call 780-497-5064

## CAREER SERVICES

We support current students and alumni in their career development and work search through the following services: career exploration, resume and cover letter reviews, mock interviews, work search strategies, networking opportunities, online job board in the myMacEwan portal and resource library. We also offer employer specialist services. For more information check [MacEwan.ca/CareerServices](http://MacEwan.ca/CareerServices) or our Facebook/Twitter feeds.

## NEW STUDENT ORIENTATION

This annual event – a must for new students – provides you with all the information you need about student services, scholarships and awards, campus life and much more. Come out and see all MacEwan University has to offer and meet other students, staff and faculty. For more information, visit [MacEwan.ca/Orientation](http://MacEwan.ca/Orientation).

## THE MACÉWAN AMBASSADOR PROGRAM

The MacEwan Ambassador Program is available to those students who are looking for an opportunity to develop leadership skills. Ambassadors take a leadership role in various university events, activities and initiatives. Through this involvement students are able to develop valuable skills and are eligible for leadership scholarships and a valuable reference. For more information take a look at [MacEwan.ca/Ambassador](http://MacEwan.ca/Ambassador) or call 780-497-5817.

## SERVICES TO STUDENTS WITH DISABILITIES

Services to Students with Disabilities (SSD) offers a range of services to foster the full and self-directed participation of students with disabilities in courses and other academic activities.

Services offered:

- review documentation of disability
- identify disability-related accommodations and services
- develop individual accommodation and service plans
- prepare accommodation letters for teaching faculty
- coordinate disability-related accommodations and services
- provide educational and career planning advice
- assist with funding applications for services and technology
- coach students to develop self-advocacy skills
- communicate with faculty and staff about accommodating students with disabilities

Call 780-497-5063 to book an appointment with a Learning Specialist or the Deaf Services Coordinator. For more information, visit [MacEwan.ca/SSD](http://MacEwan.ca/SSD).



## STUDENT SCHOLARSHIPS, AWARDS AND BURSARIES

In recognition of your dedication and hard work, you may be eligible for many scholarships, bursaries and awards. MacEwan University's scholarships recognize academic excellence, while awards also recognize students' involvement and service in the community. Many dedicated students who face financial challenges may benefit from MacEwan University's bursaries, which are issued on the basis of financial need and good academic standing.

In the 2011/2012 academic year, the Student Awards Office managed the distribution of \$6.8 million dollars, from internal and external sources, to over 5,200 students. See details at [MacEwan.ca/Scholarships](http://MacEwan.ca/Scholarships) or go to [myMacEwan.ca](http://myMacEwan.ca) under Student Services to apply.

## STUDENTS' ASSOCIATION OF MACÉWAN UNIVERSITY

[samu.ca](http://samu.ca)

### SUCCESS FOR STUDENTS

The Students' Association of MacEwan University (SAMU) is a student-centric organization committed to serving the needs of the entire MacEwan University student body. SAMU strives to guarantee the strongest possible voice for students through advocacy and support, as well as services such as the Health and Dental plan, the U-Pass, Peer Support, the Student Food Bank and the SAM Centre.

Additionally, SAMU governs over 40 student clubs, publishes the griff (MacEwan University's weekly student media), and hosts several exciting events on campus each year, including Fall Fest, Stress Less and Battle of the Bands.

SAMU is governed by an elected Students' and Executive Council. These councils, voted in by students, are responsible for the vision and direction of the Students' Association, and are supported by a full-time and part-time staff. SAMU operates on student fees, paid to the association by full-time, on-campus students, and seeks alternative funding through business opportunities, advertising and events.

## STUDENTS QUALIFYING FOR ALUMNI STATUS

Students qualifying to be alumni (all students who graduate with a Ministry-approved credential) will have their name, address, telephone number, student number, date of birth, gender, program of graduation and faculty transferred to the alumni database. All graduates of the university automatically, and without fee, become alumni members of MacEwan University. The above identified personal information will be transferred to the alumni database at the time of graduation. The alumni database is a joint database with shared direct access by Alumni Relations and Services and University Advancement.

This personal information will be used by Alumni Relations and Services only for specific university alumni relations purposes. It will be used to register individuals as members and to communicate with alumni concerning university and alumni benefits, services or initiatives. The University Advancement division will use alumni information for fund development solicitation purposes. The alumni database is in the custody and under the control of MacEwan University. The university will not disclose personal alumni information directly or indirectly to companies that wish to market products or services to alumni.

Individuals may contact the Alumni Relations and Services office for any of the following reasons:

- they do not wish to receive promotional or other material through the mail
- they do not wish to be contacted at all
- they want all their personal information permanently removed from the alumni database

### CONTACT:

Alumni Relations and Services, Room 7-121, 10700 – 104 Avenue NW Edmonton, AB, T5J 4S2 Phone: 780-497-4273  
E-mail: [alumni@macewan.ca](mailto:alumni@macewan.ca)





































# EDUCATIONAL FUNDING, SCHOLARSHIPS AND AWARDS

## GOVERNMENT STUDENT LOANS

Government student loan programs are available based on your province of residence and financial need.

For Alberta residents, an online application is recommended as the processing time is much quicker – most students are approved in up to two weeks versus four to six weeks for a paper application. Through one application, Student Aid Alberta will assess you for Alberta Student Loans, Canada Student Loans and, if you qualify, grants and bursaries.

While loans must be repaid, grants and bursaries do not – as long as you remain a full-time student for your period of studies. On June 1, you can apply online for your funding via [www.studentaid.alberta.ca](http://www.studentaid.alberta.ca), or you can pick up a paper application from a Financial Aid Advising Office or Information Centre at any MacEwan University campus. We recommend applying early – at least eight weeks before your studies start – and having a Financial Aid Advisor check over your application before you submit it. You do not have to be accepted to your program in order to apply for your loan funding; however, you do need to be registered full-time in your program to receive your money.

No interest accumulates on your loans as long as you are a full-time student, and you don't have to start paying back your loans until six months after you stop being a full-time student. If at any time you can't make your payments, student loan programs offer a Repayment Assistance Plan.

For more information about government student loans, visit [www.studentaid.alberta.ca](http://www.studentaid.alberta.ca), [www.EDULINX.ca](http://www.EDULINX.ca), [www.canlearn.ca](http://www.canlearn.ca) or [MacEwan.ca/StudentLoans](http://MacEwan.ca/StudentLoans).

## SCHOLARSHIPS, BURSARIES AND AWARDS

To see the scholarships, bursaries and awards offered to MacEwan University students visit [MacEwan.ca/Scholarships](http://MacEwan.ca/Scholarships).

## OTHER FUNDING OPTIONS

Depending on your educational/career goal, financial need and/or personal situation, there may be other options to help you finance your education such as:

- Educational Savings Plans
- Advancing Futures Bursary
- Alberta Works
- Northern Alberta Developmental Council Bursary
- Student Lines of Credit

For more information about your funding options, visit our Fees and Financial Information page at [MacEwan.ca/FFI](http://MacEwan.ca/FFI) or contact a Financial Aid Advisor at 780-497-5063 or 1-888-497-4622 (toll-free) or [src@macewan.ca](mailto:src@macewan.ca).



# INTERNATIONAL STUDENTS

MacEwan University welcomes all international students to our world class institution. The university's commitment to being a leader in international education is reflected in all areas of programs and services. Our strong international reputation for excellence is based on over 40 years of providing quality education to thousands of students from around the world. Whether you want to improve your English skills, start working toward your university degree, or complete a diploma, MacEwan University will work with you to help you meet your academic goals. It is a privilege and pleasure to be your first choice in higher education.

## ADMISSION REQUIREMENTS TO DEGREE AND CAREER PROGRAMS

- High School diploma or equivalent, or the required secondary courses as specified by the program.
- English language proficiency requirements (see below).
- Other program specific requirements (see calendar, program publications or MacEwan.ca for further details).

## ENGLISH LANGUAGE REQUIREMENTS

For University Degree and Transfer programs and Certificate, Diploma and Applied Degree programs refer to English Language Proficiency (ELP) in the Admissions Section of the Calendar. (page 28)

Admission to the MacEwan University Studies International (MacEwan USI) program (see below) does not require a specific level of English language preparation. Students with TOEFL scores of at least 70 iBT, an IELTS score of at least 5.5, or a CAEL score of at least 50 will be placed in the university's ENGL 086/087 courses (other forms of English language testing can also be submitted and will be assessed by the Office of the University Registrar.) Successful completion of ENGL 086/087 meets the English language proficiency requirement for admission to MacEwan University degree and diploma programs. Students entering MacEwan USI with levels of English language skills below those specified above will be placed in the appropriate level of English language preparation as assessed through a placement test taken upon arrival at MacEwan University.

## Specialized Programs for International Students

### MACEWAN UNIVERSITY STUDIES INTERNATIONAL (MACEWAN USI)

Many international students lack some of the admission requirements needed to directly enter their desired program of study. MacEwan USI provides international students the opportunity to complete the admission requirements needed to enter a MacEwan University diploma or degree-related program, whether those requirements relate to English language or academic proficiency. As part of their MacEwan USI program, students may complete some of the course work that forms part of their future goal diploma or degree.

## PROGRAM OF STUDY

Depending on their language and educational background, students may begin their MacEwan USI program in one of the following three categories:

1. Full-time English language preparation. International students who have a low level of English language proficiency as indicated by an iBT TOEFL score less than 70 or an IELTS score less than 5.5 will begin their MacEwan USI program by taking full-time ESL course work. Students who have not completed a TOEFL or IELTS test will be placed in an appropriate level of ESL study based on MacEwan University's Placement Test.
2. Full-time high school course work. International students needing to complete three or more high school courses that are required for admission to their desired program will begin their MacEwan USI program by completing these necessary courses.
3. Advanced Entry. International students who require less than full-time English preparation or full-time secondary studies may undertake some post-secondary course work that forms part of the curriculum of their goal program while at the same time completing the necessary English language preparation or secondary course work needed to enter that program.

Students are considered to have completed the MacEwan USI program when they have completed the admission requirements to their goal program. Under most circumstances this would be expected to take no more than one to four terms. English language proficiency for MacEwan University programs can be satisfied by completing a TOEFL, IELTS, or other equivalent test at the specified levels required for admission, or by attaining the required grade in MacEwan University's ENGL 086/087 English language preparation courses.

All MacEwan USI students are expected to consult regularly with the MacEwan USI program advisors to ensure they are undertaking the appropriate course work. Successful completion of MacEwan USI provides international students the opportunity to enter one of MacEwan University's many career and degree programs of study. Some of these programs have quotas and admission may be on a competitive basis.

**Note:** International students who only wish to undertake English language development or to complete certain high school courses can do so.

## APPLICATION INFORMATION

Application forms can be obtained online at [MacEwan.ca](http://MacEwan.ca) or by contacting MacEwan International at 780-497-5397 (phone), 780-497-5393 (fax) or [international@macewan.ca](mailto:international@macewan.ca)

To apply, submit a completed application form along with official copies of secondary transcripts and final examinations, and a non-refundable application fee of \$140.00 CDN to:

International Admissions  
Office of the University Registrar  
MacEwan University  
PO Box 1796  
Edmonton, AB Canada T5J 2P2

Applicants with documents in a language other than English must include certified English translations, which must be complete, literal, word-for-word and in the same format as the original document.

Applications are accepted beginning October 1 for a program start date of the following September. Some programs can also be started in January or May. Consult the MacEwan Programs for International Students publication at [MacEwan.ca/Publications](http://MacEwan.ca/Publications) (click on "Programs for International Students") for information on possible start dates for each program.

You should apply at least six months prior to the program start date to allow adequate time for your application to be processed and to apply for an International student Study Permit to Canada.

## International Tuition Costs

### CREDIT COURSES

All international students who are registered in a MacEwan University program are assessed tuition fees on a per credit basis according to the published fee table. Refer to the International Tuition Fee Schedule in the Fees Section of the Calendar. Estimated program costs for international students are also available from the university's website at [MacEwan.ca/FFI](http://MacEwan.ca/FFI).

### NON-CREDIT COURSES

International students taking non-credit courses are charged twice the Canadian tuition fee. This is in addition to any credit tuition charges.

### INTERNATIONAL TRANSFER CREDIT EVALUATION

Upon acceptance to a certificate, diploma, applied degree or bachelor degree program at MacEwan University, students with post-secondary/higher education completed outside of Canada can submit a Request for Transfer Credit.

For each course previously completed with similar content to a MacEwan University course, a Request for Transfer Credit form and detailed, descriptive course syllabi and outline must be submitted. The course syllabi and/or outline MUST be in English and the student is responsible for having the translations completed. At least 80% of the content from the incoming course must be equivalent to the MacEwan University course to be considered for transfer credit.

Complete instructions and forms can be found at [MacEwan.ca/Transfer](http://MacEwan.ca/Transfer), under the International tab.

# POLICIES AND REGULATIONS

## CONTENTS

- A. Harassment (excerpt from D1125)
- B. Use of University Computer Facilities And Information Resources (excerpt from D6010)
- C. Student Rights and Responsibilities (excerpt from E3101)
- D. Student Discipline (excerpts from E3102)
- E. Student Appeals (excerpts from E3103)
- F. Academic Integrity (excerpt from C1000)
- G. Credentials (excerpt from C1005)
- H. Academic Residency Requirements (excerpt from C1015)
- I. Course Outlines (excerpt from C1025)
- J. Required English Course (excerpt from C1030)
- K. Repeating Credit Courses (excerpt from C1035)
- L. External Course Taking (Excerpt from C2035)
- M. Final Assessment (excerpt from C2005)
- N. Prior Learning Assessment and Recognition (excerpt from C2010)
- O. Grading (excerpt from C2020)
- P. Attendance (excerpt from C2050)
- Q. Work Integrated Learning (excerpt from C2060)
- R. Academic Standing (excerpt from C2070)
- S. Graduation (excerpt from C2100)
- T. Program Time Limits (excerpt C2075)
- U. Auditors of Courses (excerpt from C5020)
- V. Student Advisory Committees (excerpt from C3030)
- W. Inter-Institutional Transferability (Transfer) (Excerpt from Policy C2030)
- X. Co-operative Education (excerpt from C2065)

## IMPORTANT NOTICE

*Academic regulations including policies and procedures apply to all students. As a student, it is your responsibility to know and understand the policies. If you require assistance with understanding how a policy applies to you, please contact your program. Please note that the calendar does not list all policies and procedures; a comprehensive listing may be found at MacEwan.ca.*

Please note the following are excerpts from key Academic (C) Student Services (E) and Administrative (D) policies that impact students. These excerpts are based on policies as approved at the time of publication. Complete policies can be found via [MacEwan.ca/PolicyManual](http://MacEwan.ca/PolicyManual).

## A. HARASSMENT (EXCERPT FROM D1125)

MacEwan University is committed to maintaining an educational and working environment that is free from all forms of harassment. The University considers harassment to be a serious offense that is unacceptable and not to be tolerated.

It is the responsibility of all administration, faculty and staff to strive to create an environment that is free of harassment.

The University recognizes its responsibility to deal quickly, fairly and effectively with allegations of harassment.

The University encourages the reporting of all incidents of harassment regardless of who the offender may be.

- **Harassment:** Harassment is defined as the abusive, unfair or demeaning behavior towards a person or group or persons that has the purpose or effect of interfering with a person's or group's status or performance, or creating a hostile or intimidating work or learning environment.
- Harassment behavior can take place in person, on the telephone, in writing or other tangible media, or through electronic means such as electronic mail, chat rooms, blogging, and other forms of electronic communication (for reference to electronic means, see Policy D6010, Use of Computer Facilities and Information Resources).
- **Sexual Harassment:** is defined as unwelcome sexual advances, requests for sexual favours or other verbal or physical conduct of a sexual nature.
- **Bullying:** is a form of Harassment that includes but is not limited to direct behaviors such as teasing, taunting, threatening, and hitting that are initiated by one or more individuals against another; or indirect behaviours such as intentional exclusion and spreading of rumors. A key component of Bullying is that the physical or psychological intimidation occurs repeatedly over time, creating an ongoing pattern of Harassment and abuse.
- **Discrimination:** Discrimination is defined as unjust practice or behavior, whether intentional or not, based on race, religious beliefs, colour, gender, physical and/or mental disability, marital status, family status, source of income, age, ancestry, place of origin or sexual orientation and which has a negative effect on any individual or group.

## B. USE OF UNIVERSITY COMPUTER FACILITIES AND INFORMATION RESOURCES (EXCERPT FROM D6010)

The computer hardware, software, and information resources of MacEwan University are for the sole use of the students and staff of the University including those who may contract to use these facilities from time to time.

- The University will make reasonable efforts to provide computing facilities appropriate to the tasks that staff and students are asked to undertake as part of their duties at the University. The University may levy fees as established by the Executive Committee for the use of these facilities.
- The University reserves the right to withhold access to the computer facilities if there are reasonable grounds to suspect that continued access to the facilities poses a threat to the operations of the facilities or to the good name of the University.
- The University will not normally monitor individual usage of any general facility although it may monitor all usage of a general facility to enable accurate auditing.
- The University reserves the right to monitor and record usage of any facility if threatening or abusive behavior has been reported and to use the information gained in this manner in disciplinary or criminal proceedings.
- The University reserves the right to secure, inspect, copy, remove, or otherwise alter data files, system resources, or user files in the regular conduct of its duty to maintain efficient and well run resources, or in the conduct of investigation into the suspected misuse of these resources.

## C. STUDENT RIGHTS AND RESPONSIBILITIES (EXCERPT FROM E3101)(POLICY IS UNDER REVIEW AND SUBJECT TO CHANGE.)

As the learning environment is a shared responsibility involving commitment to and respect for the principles and practices of acceptable behavior, MacEwan University students are responsible for conducting themselves in a manner suited to the best interests of the University. They are expected to apply themselves to their studies and act with propriety and conformity regarding University policies, rules and regulations, including the Student Rights and Responsibilities. If a student does not accept and live up to these responsibilities as outlined, the University reserves the right to take such action as, the case warrants.

When a student feels that his/her rights are not being met, the student shall have the right to take appropriate action in accordance with this and other University policies.

By the act of applying to a program and/or registering in courses, each student agrees to be bound by the policies, regulations and procedures of MacEwan University.

Students have specific information access and privacy protection rights and protections as granted them under the Alberta Freedom of Information and Protection of Privacy (FOIPP) Act and Regulation. The *FOIPP Act* applies to all information collected, generated and recorded by

the university in effecting its business under its charter as a post-secondary educational institution under the Alberta Post-Secondary Learning Act (see Policy D7230 Information Security Policy).

## D. STUDENT DISCIPLINE (EXCERPTS FROM E3102) (POLICY IS UNDER REVIEW AND SUBJECT TO CHANGE.)

All students have an obligation to act in accordance with University policies, regulations, and procedures. As a result of student misconduct, a student may be subject to penalties imposed for violations under Residence Community Standards.

**Academic Discipline:** Academic disciplinary matters are those that pertain to alleged violations of Policy C1000 Academic Integrity and those that take place in or directly affect formal learning. Examples include, but are not limited to, discipline matters in courses (lectures, labs, seminars, etc.); in course-related activities; in workplace practicums, clinical, or co-operative education activities; in workplace practicums, clinical, or co-operative education activities; and/or those that directly involve faculty, program staff or administrators in academic matters.

**Non-Academic Discipline:** All breaches of student conduct are considered non-academic disciplinary matters except alleged violations of C1000 Academic Integrity or those that take place in or directly affect formal learning as outlined under Academic Discipline.

**Sanctions for Academic Discipline:** The University has the right to impose sanctions as indicated in C1000 for offences of academic integrity. The University has the right to impose the following sanctions for all other academic disciplinary matters:

- Mark reduction on a piece of academic work,
- Mark of zero on a piece of academic work,
- Grade reduction in a course,
- A grade of F in a course,
- Reprimand,
- Disciplinary Probation,
- Suspension,
- Required to Withdraw,
- Rescindment of Credential.

**Sanctions for Non-Academic Discipline:** The University has the right to impose the following sanctions for matters of non-academic discipline:

- Reprimand,
- Disciplinary Probation,
- Suspension,
- Required to Withdraw.

**STUDENT DISCIPLINE REFERENCE CHART**  
(AS RELATED POLICY IS UNDER REVIEW, THIS IS SUBJECT TO CHANGE.)

Academic Discipline for Academic Integrity Offences (see C1000)	Academic Discipline for offences other than Academic Integrity Matters	Non-Academic Discipline for breeches of student responsibility not related to Academic Discipline
Example: plagiarism	Example: stealing from an instructor's office	Example: vandalism to the campus
<p>Overview of process: as defined in C1000</p>	<p>Overview of process:</p> <ol style="list-style-type: none"> <li>a. Discipline Officer receives a written document outlining issue.</li> <li>b. Within 7 days of receipt of written document, the Discipline Officer must investigate by reviewing the document, interviewing the student, and interviewing any other necessary witnesses. If the student does not attend the interview, the discipline process continues without him.</li> <li>c. Within 2 days of completing the investigation, the Discipline Officer must render a decision and communicate it to the Vice President Student Services.</li> <li>d. The Vice President Student Services has 2 days to deliver the decision, in writing, to the student and copy others as indicated in the policy.</li> <li>e. If the student withdraws (according to timelines as indicated in the academic schedule) at any time during the process, the Discipline Officer can overturn the voluntary withdrawal and apply the disciplinary sanction as per "d" above.</li> <li>f. Students may appeal disciplinary matters as per E3103 Student Appeals.</li> </ol>	<p>Overview of process:</p> <ol style="list-style-type: none"> <li>a. Discipline Officer receives a written document outlining issue.</li> <li>b. Within 7 days of receipt of written document, the Discipline Officer must investigate by reviewing the document, interviewing the student, and interviewing any other necessary witnesses. If the student does not attend the interview, the discipline process continues without him.</li> <li>c. Within 2 days of completing the investigation, the Discipline Officer must render a decision and communicate it to the Vice President Student Services.</li> <li>d. The Vice President Student Services has 2 days to deliver the decision, in writing, to the student and copy others as indicated in the policy.</li> <li>e. If the student withdraws (according to timelines as indicated in the academic schedule) at any time during the process, the Discipline Officer can overturn the voluntary withdrawal and apply the disciplinary sanction as per "d" above.</li> <li>f. Students may appeal disciplinary matters as per E3103 Student Appeals.</li> </ol>
<p>Sanctions:</p> <ol style="list-style-type: none"> <li>a. Requirement to resubmit a piece of academic work (imposed by instructor)</li> <li>b. A mark reduction on a piece of academic work (can also be imposed by instructor)</li> <li>c. A mark of zero on a piece of academic work (can also be imposed by instructor)</li> <li>d. A grade reduction in a course</li> <li>e. A grade of F in a course</li> <li>f. Requirement to take a course or workshop in ethics</li> <li>g. Loss and/or repayment of scholarships or other awards</li> <li>h. Required to Withdraw from the Program (with transcript notation)</li> <li>i. Rescission of the credential (with transcript notation)</li> <li>j. Letter of reprimand</li> <li>k. Disciplinary probation</li> <li>l. Suspension (with transcript notation)</li> <li>m. Expulsion (with transcript notation)</li> </ol>	<p>Sanctions:</p> <ol style="list-style-type: none"> <li>a. A mark reduction on a piece of academic work</li> <li>b. A mark of zero on a piece of academic work</li> <li>c. A grade reduction in a course</li> <li>d. A grade of F in a course</li> <li>e. Reprimand</li> <li>f. Disciplinary probation</li> <li>g. Suspension from course or activity or suspension pending investigation only if the student's presence constitutes an immediate risk</li> <li>h. Required to Withdraw from a course, the program or the university             <ul style="list-style-type: none"> <li>- course withdrawals have a transcript notation of "Withdrawal - Disciplinary", course grade of W, and dates</li> <li>- program or university withdrawals have a transcript notation of "Required to Withdraw - Disciplinary", course grades of W, and dates</li> </ul> </li> <li>i. Rescindment of credential with automatic expulsion and transcript notation of "Rescindment of Credential" (not eligible for expungement of this notation)</li> </ol>	<p>Sanctions:</p> <ol style="list-style-type: none"> <li>a. Reprimand – may include restorative measures (those measures used to bring the situation back to its original state – fixing damages, payment for damages, clean up); if the student refuses the measures, suspension may occur.</li> <li>b. Suspension from course, program or activity or suspension pending investigation only if the student's presence constitutes an immediate risk</li> <li>c. Required to Withdraw from a course, the program or the university             <ul style="list-style-type: none"> <li>- course withdrawals have a transcript notation of "Withdrawal - Disciplinary", course grade of W, and dates</li> <li>- program or university withdrawals have a transcript notation of "Required to Withdraw - Disciplinary", course grades of W, and dates</li> </ul> </li> </ol>

NB: All transcript notations (not grades) except for Expulsion or Rescindment of Credential will automatically be expunged from the record by the Office of the University Registrar after 24 months.

## E STUDENT APPEALS (EXCERPTS FROM E3103) (POLICY IS UNDER REVIEW AND SUBJECT TO CHANGE.)

All registered students of the University will have access to a fair process to appeal a decision or ruling that affects them as it pertains to academic matters, matters of student discipline, and student rights and responsibilities. Policies governing these matters stipulate whether or not matters are able to be appealed.

There are four steps in the appeal process. If the initial ruling was made by an instructor, begin at Step 1. If the initial ruling was made by a Chair, begin at Step III. If the initial ruling was made by a Dean, Student Services Discipline Officer or Faculty Adjudicator, the process begins at Step IV. In cases involving academic dishonesty matters, students will, in lieu of Steps II and III, follow the steps outlined in C1000 Academic Integrity regarding requesting a hearing.

### STUDENT APPEALS REFERENCE CHART (AS RELATED POLICY IS UNDER REVIEW, THIS IS SUBJECT TO CHANGE.)

<p><b>Step I:</b> Discussion with the person who made the decision except if the decision was made by a Chair (proceed to Step III) or by a Dean, Student Services Discipline Officer or Faculty Adjudicator (proceed to Step IV). Note: Academic Standing appeals (C2070) start at Step II with the chair.</p>
<p><b>Step II:</b> If no resolution in Step I, student must appeal, in writing, including the following: description of what is being appealed, on what grounds the appeal is based, a clear statement of the outcome expected, and any documentation for consideration. The respondent must investigate within 7 working days with 2 working days notice to the parties involved. If an appeal is due to disagreement with the academic evaluation expressed in a mark (not a grade), the Chair must ensure it is remarked by another discipline expert (Reassessment Request Form and fee apply). The respondent has 2 working days after the investigation is concluded to return a decision (14 working days if a reassessment is being completed).</p>
<p><b>Step III:</b> The student has 7 working days from the date of decision in Step III to appeal to the Dean. The Dean must investigate within 7 working days with 2 days notice to the parties involved. The Dean investigates by having a discussion with the student (a support person may be present). The Dean also contacts others including the respondent (who may also have a support person), the Chair or supervisor. Within 4 working days of the investigation, the Dean must communicate the decision in writing to the student, the respondent and the Vice President Student Services.</p>
<p><b>Step IV:</b> Step IV is the final stage of the appeal process and is used when the student wishes to proceed from Step III or when the decision was made by a Dean, a Student Services Discipline Officer or the Faculty Adjudicator. The student has 10 working days from the date of decision to make a 4th level appeal to the Vice-President, Student Services. Within 15 working days of receiving the appeal, the Vice-President, Student Services calls a meeting of the Appeals Committee. The appeals package is provided to the student prior to the appeal for a period of time not to exceed 3 hours. The appeal committee receives the package in a pre-appeal meeting. The Vice-President, Student Services has 2 working days to return the final written decision.</p>

## F. ACADEMIC INTEGRITY (EXCERPT FROM C1000)

The University is committed to fostering an environment of Academic Integrity through education about Academic Integrity and compliance with Academic Integrity regulations. Suspected cases of Academic Dishonesty shall be investigated and adjudicated fairly.

1. The focus of C1000 is on academic honesty in the teaching and learning enterprise.
2. Academic Integrity involves a commitment, even in the face of adversity, to five fundamental values: honesty, trust, fairness, respect, and responsibility. From these values flow principles of behaviour that enable academic communities to translate ideals to action.
3. Academic Dishonesty involves participating in acts by which a person fraudulently gains or intentionally attempts to gain an unfair academic advantage thereby compromising the integrity of the academic process. It includes the commission of the following:
  - 3.1. Cheating – Copying the work of others; or the use, or attempted use, of unauthorized notes, information, materials, study aids, or devices in any academic exercise or activity.
  - 3.1. Plagiarism – The use and submission of another's words, ideas, results, work, or processes without providing appropriate credit to the individual(s) responsible for same.
  - 3.1. Improper Collaboration – Inappropriate sharing of work on an assignment that was intended as an individual assignment. Or when students work together in groups beyond the degree of permissible collaboration set out by the instructor.
  - 3.1. Fabrication and Falsification – Falsifying or altering information; fabricating or counterfeiting information for use in an academic exercise, notwithstanding creative writing type exercises.
  - 3.1. Assisting others in dishonest behaviour intentionally or knowingly helping or attempting to help another person commit an act of Academic Dishonesty by providing material, information or other assistance.
  - 3.1. Obtaining an Unfair Advantage – Intentionally or knowingly gaining, or attempting to gain an unfair advantage not afforded to all students in an authorized fashion.
4. Hearing – A Hearing is an adjudication event overseen by a trained Faculty Adjudicator.
5. Faculty Adjudicator – Faculty Adjudicators are University faculty members, appointed by Deans, in consultation with the Academic Integrity Officer, for a 3 year term, with the possibility of one additional renewal term.

6. Academic Work – Academic work includes any assessment event (paper, essay, test, exam, report, project, evaluation, whether oral, in writing, or in other media) in any course offered by the University.
7. Penalties and Sanctions – The following penalties may be imposed by an instructor upon a student found to have committed Academic Dishonesty:
  - a) a requirement for a student to re-submit a piece of academic work
  - b) mark reduction on a piece of academic work
  - c) a mark of zero on a piece of academic work
8. The following penalties may be imposed by the Faculty Adjudicator upon a student found to have committed Academic Dishonesty. Repeated and/or multiple violations may increase the severity of the penalty.
  - a) a mark reduction on a piece of academic work
  - b) a mark of zero on a piece of academic work
  - c) a grade reduction in a course
  - d) requirement to take a remedial course in Academic Integrity Ethics
  - e) a grade of F in a course
  - f) a grade of F in a course with a transcript notation
  - g) disciplinary probation
  - h) requirement to withdraw from a program for a specified period of time with transcript notation
  - i) rescission of the credential with transcript notation
  - j) requirement to withdraw from the university for a specified period of time with transcript notation
  - k) expulsion with transcript notation
9. In cases where the student withdraws from the learning activity, course or university during the investigation, the Faculty Adjudicator has the right to subsequently overturn the voluntary withdrawal and apply a disciplinary sanction following a determination of guilt. Withdrawals are only acceptable given the withdrawal dates as indicated in the academic schedule.
10. Refer also to policies E3102 Student Discipline and E3103 Student Appeals.

## G. CREDENTIALS (EXCERPT FROM C1005)

The University may issue the following Ministry approved credentials:

- Baccalaureate Degree
- Applied Degree
- Diploma
- Certificate
- Post-diploma Certificate
- Post-basic Certificate
- Post-degree Certificate
- Post-degree Diploma

## H. ACADEMIC RESIDENCY REQUIREMENTS (EXCERPT FROM C1015)

Students shall complete at least 50 per cent of program credits through MacEwan University in order to earn a Ministry approved credential.

Approved exemptions to the 50 per cent academic residency requirement are noted in the calendar in the specific program under Institutional Graduation Regulations.

## I. COURSE OUTLINES (EXCERPT FROM C1025)

Faculty members and other instructors are responsible for preparing and distributing Course Outlines to registered students for all sections of credit courses. Course outlines shall conform to the Master Course Syllabus and include the basic elements described in policy regulations.

The Course Outline constitutes the expectations between the instructor and the student as to the content and performance requirements of the course.

All course outlines shall include statements regarding grading, special accommodations and academic integrity.

## J. REQUIRED ENGLISH COURSE (EXCERPT FROM C1030)

As a minimum, provincially approved programs shall include a three-credit English course. Post-diploma students will not be required to take a second three-credit English course if one was taken during diploma studies.

## K. REPEATING CREDIT COURSES (EXCERPT FROM C1035)

MacEwan University limits the number of times that students may repeat credit courses. These restrictions support high academic standards and efficient enrolment management.

Students in credit courses are allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade. When a student repeats a course at MacEwan University, all grades appear on the transcript. For the overall graduation evaluation, the course with the best grade will be used to fulfill graduation requirements and calculate GGPA.

Courses that are repeated more than once will be recorded on transcripts with the notation "Same as [Course XXX]" but will not be assigned credits nor be used towards graduation requirements.

Course withdrawals (W) and Audits (AU) do not count as course attempts.

A course taken at another post-secondary institution under the terms of the External Course Taking Policy will be counted as an attempt.

## L. EXTERNAL COURSE TAKING (EXCERPT FROM C2035)

Students in MacEwan University degree and diploma programs may take courses at other recognized universities for the awarding of transfer credit, provided the Faculty/School program in which they are currently registered approves the external course taking. The approval process is subject to individual Faculty/School regulations and is granted in form of a Letter of Permission (provided by the Office of the University Registrar).

Students who desire transfer credit for external courses are responsible to apply for and obtain a Letter of Permission prior to registering in such courses and/or attending another institution as a Visiting Student.

### M. FINAL ASSESSMENT (EXCERPT FROM C2005)

Students enrolled in credit courses must be notified in a timely manner of final assessment requirements. The approved academic schedule shall include information about time periods designated for final assessment activities including examinations.

Final assessments include, but are not limited to, written, practical and oral final examinations (including take-home examinations) final projects (including portfolios), theses, presentations, practicum/workplace learning requirements, and performances.

Final examinations are those examinations scheduled per the final examination schedule for Fall and Winter terms, in alignment with the academic schedule. For Spring and Summer terms where there is no official examination schedule posted, final examinations will normally be held in the last class before the end of the term.

Students are responsible for familiarizing themselves with final assessment requirements, examination schedules and guidelines for the conduct of examinations. Students must notify their instructors or Chairs in a timely manner if examination schedules include conflicts where courses they are registered in have final assessments scheduled at the same time.

Application for a deferred examination must be made using an Examination Request form no later than 2 business days after the missed examination or final assessment activity date (see policy C2020 Grading).

Approval for a deferred final examination rests with the Program/Department Chair after consultation with the instructor.

### N. PRIOR LEARNING ASSESSMENT AND RECOGNITION (EXCERPT FROM C2010)

Applicants who have been accepted into Ministry approved programs at MacEwan University may be granted advance credit for non-formal learning through Prior Learning Assessment and Recognition (PLAR).

Eligibility for transfer credit and credit by PLAR is restricted to Ministry approved programs. The authority to grant transfer credit lies with the post-secondary institution awarding the credential.

Credits awarded through PLAR cannot be used to fulfil academic residency requirements (policy C1015).

Decisions on the awarding of transfer credit and credit by PLAR are not subject to appeal under policy E3103 Student Appeals.

### O. GRADING (EXCERPT FROM C2020)

MacEwan University utilizes one letter grade system based on the Alberta Common Grading Scheme for the reporting of final grades in credit courses. All final grades shall be reported to the Office of the University Registrar using letter grades. Letter grades shall be converted to the four-point grading scale for the calculation of a Grade Point.

The Grading Scale is as follows:

Letter Grade	Grade Point Value	Grade Descriptions
A+	4.0	Outstanding
A	4.0	
A-	3.7	Excellent
B+	3.3	
B	3.0	
B-	2.7	Good
C+	2.3	
C	2.0	
C-	1.7	Satisfactory
D+	1.3	
D	1.0	Poor
F	0.0	Fail
WF	0.0	Failure to Withdraw

1. The following other notations or grades may appear on transcripts:

- AU Audit
- IN Incomplete
- W Withdrawal Without Academic Penalty
- DEF Deferred
- CR Completed Requirements
- NCR Not Completed Requirements
- NGR No Grade Received
- S Supplemental Privilege
- TR Transfer Credit

2. A Grade Point Value is a number between 0.0 and 4.0 that is assigned to a letter grade. (see above)

3. A Grade Point is defined as Grade Point Value multiplied by course credits and then used to calculate a Grade Point Average (GPA).

4. Grade Point Average is a weighted average calculated by dividing the sum of all grade points by the sum of all credits attempted. Note that notations of W – withdrawal – or TR – transfer – are not included in any GPA calculation.

**Term GPA:** The term grade point average (GPA) is calculated by dividing the sum of grade points achieved in a term by the sum of all credits attempted in a term. A term GPA shows on the transcript.

**Cumulative GPA (CGPA):** The CGPA is calculated by dividing the sum of total grade points achieved at MacEwan University by the sum of all credits attempted at MacEwan University. The CGPA also shows on the transcript.

**Academic Standing GPA:** The Academic Standing GPA is calculated by dividing sum of total grade points achieved in the period of review by the sum of all credits attempted during the period of review.

**Graduation GPA (GGPA):** The GGPA is calculated by dividing the sum of total grade points achieved and counted towards a program credential by the sum of all those credits.

Although a pass in a course is D (1.0), in some courses students are required to achieve more than a minimal level of achievement in order to proceed in their program, or to transfer a course to another program or institution.



In order to remain in good standing, a student must obtain an Academic Standing GPA of 2.0 or higher, or for Arts Honours, an Academic Standing GPA of 3.0 or higher.

Students may request the reassessment of written final examinations within 15 calendar days from the date of the official release of the course grades.

5. Student performance in a course shall normally be assessed on more than one occasion. No single evaluation event shall have a value of greater than 60 per cent of the course grade, with the following exceptions:
  - All one-credit courses are exempted;
  - Directed Field Studies courses (in Applied Degree programs) may be exempted where a single project or research study, constitutes the course requirements;
  - Clinical courses in baccalaureate nursing, psychiatric nursing, nursing refresher, and specialty nursing programs may be exempted;
  - Four-hundred level seminars, independent study courses, directed research courses, and thesis courses may be exempted.
6. Deferred Exams – Application for a deferred examination must be made using an Examination Request form no later than 2 business days after the missed examination or final assessment activity date (also see policy C2005 Final Assessment).
7. Reassessment of Final Exam – Students can apply for a reassessment of a final examination. This application must be made in writing to the program/department chair responsible for the course. This application must indicate the reason for the application and must be accompanied by proof of payment of the final examination reassessment fee. The applications must be made within fifteen (15) days of the official issuance of grades.
8. Supplemental Examination – Students wishing to write a Supplemental examination shall contact the program/department chair to ascertain eligibility for a Supplemental examination within five (5) calendar days of the posting of grades.
9. Any student who leaves a co-op job without approval will receive a failing grade for the work term and may be prohibited from continuing in the Co-operative Education program (C2065).

#### How is a GPA calculated?

$$\text{GPA} = \frac{\text{sum (grade point values x credits)}}{\text{sum of credits}} = \frac{\text{sum of grade points}}{\text{sum of course credits attempted}}$$

Example:

Course	Grade	Grade Points	Credits	Total Grade Points
TPPR 109	In progress	-	-	-
SOCI 100	C+	2.3	3	6.9
HIST 260	B-	2.7	3	8.1
FREN 111	F	0	3	0.0
PSYC 104	W	-	-	-
			9	15
			credits total	total grade points

Total Grade Points = 15 total grade points divided by 9 credits = 1.66 GPA

#### Former Grading Scales

1990 – 2004

– No grade of A+

September 1978 to August 1990

A = Excellent: 4 Grade Points/Credit

B = Very Good: 3 Grade Points/Credit

C = Average: 2 Grade Points/Credit

D = Low Pass: 1 Grade Point/Credit

CR = Completed Requirements: Not Calculated in GPA

I = Incomplete: Not Calculated in GPA

W = Withdrew: Not Calculated in GPA

F = Failure: 0 Grade Points/Credit

AUD = Auditor: Not Calculated in GPA

NMR = No Mark Received: Not calculated in GPA Hours of

Instruction – May 1982 to August 1990

## P. ATTENDANCE (EXCERPT FROM C2050)

Punctual and regular attendance is expected of students. Attendance is mandatory for those students who have regular attendance as a requirement of their funding.

## Q. WORK INTEGRATED LEARNING (EXCERPT FROM C2060)

MacEwan University recognizes and supports different forms of work integrated learning as an integral component of some Programs of Study. Work integrated learning activities are governed by all the policies and regulations of MacEwan University.

During work integrated learning placements, all students are governed by the policies and regulations of MacEwan University and are required to meet applicable policy and professional requirements of the host organization or employer.

## R. ACADEMIC STANDING (EXCERPT FROM C2070)

MacEwan University is committed to academic success and provides a variety of services to help students achieve success. As part of this commitment the university establishes criteria for assessing academic performance and reviews students' performance. The existence of established criteria for academic performance allows students to monitor their own performance. The results of the academic review enable the university to recognize superior performance and to address unacceptable performance. The university undertakes to complete the review of academic standing as quickly as possible. Students are responsible for monitoring their own progress and for seeking assistance.

1. The categories and criteria for academic merit and good standing follow:
  - a) Graduation with Distinction  
Students with a Graduation Grade Point Average (GGPA) of 3.7 or higher shall receive a credential "with Distinction." Students must complete all residency requirements to receive this distinction. A notation will be made on the student's transcript.
  - b) Dean's List  
Students who maintain a grade point average (GPA) of 3.7 or higher while enrolled in twenty-four (24) or more credits of study in two consecutive terms and not less than twelve (12) credits in any one term shall be entered on the Dean's List. A notation will be made on the student's transcript and the dean will send a letter.
  - c) First Class Standing  
Students who have an academic standing GPA of 3.30-3.69 while enrolled in twenty-four (24) or more credits of study in two consecutive terms and not less than twelve (12) credits during a term shall be deemed to have attained First Class Standing. A notation will be made on the student's transcript and the chair of the program will send a letter.
  - d) Good Standing  
Students who have an academic standing GPA of 2.0 or higher shall be in Good Standing. No transcript notation will be made.

Students must also achieve satisfactory performance in all clinical, field placement, ensemble setting, or equivalent requirements of their program in order to be in Good Standing or to receive recognition of merit.

## Notifications of Unsatisfactory Academic Performance

1. The records of all students are reviewed at the end of each term and academic standing is assessed.
2. Students who have Term GPA of less than 2.00 are placed on Academic Probation.
3. Students are **Required to Withdraw (RTW) when they meet one of the following conditions:**
  - Term GPA below 1.50 for two consecutive terms.
  - Term GPA below 1.50 for two non-sequential terms where the student had no enrolment in the terms between
  - Term GPA below 2.00 for three consecutive terms.
  - Term GPA below 2.00 for three non-sequential terms where the student had no enrolment in the terms between.
4. A student placed on academic probation for a fourth time is subject to review by the program and can be required to withdraw upon the recommendation of the Chair and with the concurrence of the Dean.
5. The performance of a student in a clinical, field placement, ensemble setting, or equivalent may be reviewed at any time, and, if the student is failing to meet the prescribed level of performance, the student may be Required to Withdraw from the learning activity at any point in the term upon the recommendation of the instructor and the Chair and with the concurrence of the Dean. Upon receiving instruction from the Dean to withdraw the student, the Registrar (or designate) shall notify the student in writing.
6. A student who fails to complete a pre-requisite course designated as being required for progress in the program may be Required to Withdraw from the program. Upon receiving instruction from the Chair to withdraw the student, the Registrar (or designate) shall notify the student in writing.

Students who are placed on Academic Probation are advised in writing by the Office of the University Registrar of the consequences of Academic Probation and requirements to regain Good Standing. Students also receive information about sources of assistance available within the university.

Students who have been Required to Withdraw are advised in writing by the Office of the University Registrar of the consequences of being Required to Withdraw, requirements for re-admission, and sources of advice within the university.

The transcript indicates if a student has been Required to Withdraw or placed on Academic Probation due to unsatisfactory standing. This notation is not removed from the transcript.

## Conditions of Unsatisfactory Academic Standing

1. After being assigned a standing of Academic Probation, to regain Good Standing a student must, achieve a term grade point average of 2.0 or higher.
2. Programs may require probationary students to limit the number of credits in which they enroll and to engage in remedial activities. In cases where programs limit the number of credits and/or require students to engage in remedial activities, these requirements shall be communicated in letters, sent by the program area, informing students of the requirements set by the program for probationary status.

3. Students who have been Required to Withdraw for unsatisfactory academic performance may be considered for readmission after 12 or more months have elapsed since the student is Required to Withdraw.
4. Readmission after Required to Withdraw is not guaranteed (See policy C5010 (Admissions) for regulations regarding readmission).

### Appeals

Students wishing to appeal their Academic Standing must follow the Regulations as set out in E3103 (Student Appeals). For purposes of this policy, the Chair shall be considered the initial ruler of the decision.

### S. GRADUATION (EXCERPT FROM C2100)

MacEwan University shall issue Ministry approved credentials to qualifying students upon successful completion of institutional and program requirements.

To fulfil program graduation requirements, the following must occur:

1. Students must successfully complete all program and course requirements of an approved program of study.
2. Students must achieve a minimum grade of D per course as indicated in the calendar in compliance with academic policies. For courses where a minimum course grade higher than D is required to fulfil graduation requirements for a specific program, these requirements will be specified in the program of study and/or published in program regulations.
3. Students must achieve a minimum GGPA of 2.00 on the 4.00 scale. For the Bachelor of Arts Honours program, students must achieve a minimum GGPA of 3.00 on the 4.00 scale.
4. Students must fulfil all program and institution regulations as indicated in the calendar and in compliance with academic policies.
5. Students must be in good academic standing according to Policy C2070 (Academic Standing).
6. In baccalaureate programs with majors and minors, graduation requirements are governed by the date on which a student declares a major or minor. When a student declares a major or minor on or prior to the last date for withdrawal without academic penalty from course requirements in the Winter term, the graduation requirements for the current academic year will apply. When a student declares a major or minor after the last date for withdrawal from courses without academic penalty in the Winter term, the graduation requirements for the upcoming academic year will apply. If a student is required to withdraw from a major or minor due to failure to fulfil the requirements of the major or minor, the requirements of the new major or minor will apply.
7. The University establishes the minimum number of credits to fulfil each credential type as specified in C1005 (University Credentials).
8. Programs may establish regulations that stipulate additional graduation standards and requirements. These requirements must be approved by the Dean of the program concerned, the Associate Vice President Academic and Research, and the Registrar. The University shall publish these requirements in the calendar.
9. Non-program students who complete program courses required for a Ministry approved credential are ineligible to receive that credential unless they have been admitted to the program by meeting all program

admission criteria in addition to fulfilling all graduation requirements as per 3.3.

### T. PROGRAM TIME LIMITS (EXCERPT C2075)

MacEwan University limits the period of time permitted to complete Ministry approved program requirements. This restriction supports the integrity of credentials given that rapid change occurring in society affects learning outcomes, technology applications, accreditation standards and curriculum innovation.

1. The period of time permitted for completion of program requirements varies by credential type (see C1005 University Credentials):
  - Certificate programs – 4 years
  - Post-diploma certificates – 3 years
  - Post-basic certificates – 3 years
  - Post-degree certificates – 3 years
  - Diploma programs – 7 years
  - Post-degree diplomas – 4 years
  - Applied degrees of 2 year duration – 6 years
  - Applied degrees of 4 year duration – 10 years
  - Baccalaureate degrees – 10 years
2. Approved exemptions to the above stated program time limits are noted in the calendar in the specific program under Institutional Graduation Regulations.

### U. AUDITORS OF COURSES (EXCERPT FROM C5020)

Students who desire to attend classes regularly but do not wish to take examinations or receive credit may register as auditors under certain conditions. Instructor and Chair permission and audit fees are required. Audited courses will not be credited towards the requirements for any university credential.

### V. STUDENT ADVISORY COMMITTEES (EXCERPT FROM C3030)

University programs shall provide their students with the opportunity to provide input and advice concerning matters that relate to their education. This opportunity will be made possible through Student Program Advisory Committees except in the case of distance learning programs which will develop other appropriate mechanism for seeking student input.

## W. INTER-INSTITUTIONAL TRANSFERABILITY (TRANSFER)

After being accepted to a ministry approved program, the Office of the University Registrar facilitates the evaluation of transfer credit towards a student's selected program. Transfer credit may be awarded in cases where the course is applicable to the specific program in which the student has been accepted and the grade achieved is a D except when a higher grade is specified as a program requirement for graduation. Transfer credit may also be awarded in a block according to agreements documented in ACAT or as agreed to in an approved memorandum of understanding. Transfer credit generally will be evaluated from official transcripts sent directly from the sending institution and course outlines. Transfer credits cannot be used to fulfil C1015 (Academic Residency Requirements). Students are responsible for requesting official transcripts from sending institutions and for submitting supporting documentation such as course outlines and other documents as requested by the Office of the University Registrar within published deadlines.

Decisions of the University with respect to the awarding of transfer credit are not subject to Appeal under policy E3103 (Student Appeals).

## X. CO-OPERATIVE EDUCATION (EXCERPT FROM C2065)

MacEwan University supports the development and implementation of Co-operative Education as an educational model based on measured market demand and identified program needs and requirements. Co-operative Education programs shall be designated and approved as either mandatory or optional program components. Co-op students will be governed by the policies and regulations of MacEwan University as well as the policies, regulations, and requirements of employers.

1. To be eligible to participate in a Co-operative Education program, students must normally be accepted as full-time students in a Co-operative education program and are required to maintain satisfactory standing in their academic program.
2. Prior to the start of the Co-op placement, students are required to sign a declaration stating that they have read and understood the responsibilities to both the employer and the University.
3. All Co-op students will be assessed a non-refundable Co-op fee collected at the time tuition fees are paid.



# PROGRAMS OF STUDY

The following section is a complete listing of all programs for which MacEwan University offers provincially approved credentials.

Each Program of Study establishes an approved pattern or group of credit courses or coursework and provides the program structure, by terms and years, for a provincially approved credential (certificate, diploma, post-diploma certificate, applied degree or baccalaureate degree). Each Program of Study is unique and may contain the following component parts:

Each program has a CORE set of courses that are required. CORE courses are essential credit courses required in the Program of Study.

Some programs include ELECTIVE(S). Electives are credit courses which are curriculum components of a Program of Study that are intended to supplement, not replace, any part of the program core. Electives present students with the choice and opportunity to vary their curriculum according to individual interests. Electives within Programs of Study may specify discipline and or level of study conditions, but do not restrict students to a prescribed list of specific courses.

OPTIONS are credit courses which are curriculum components of a Program of Study. They provide students with greater specificity of knowledge within a field of study. Options differ from electives: student choice of options is restricted to a prescribed list of specific courses published by the program.

EXAMPLE			
ACCOUNTING AND STRATEGIC MEASUREMENT PROGRAM OF STUDY			
COURSE #	YEAR 1	COURSE NAME	CURRICULUM COMPONENT
	<b>TERM I</b>		
→	ACCT 111	Financial Accounting I	(CORE) ←
	MGMT 107	Business Computing	(CORE)
	MGMT 122	Organizational Behaviour	(CORE)
	ENGL 111	Communications	(CORE)
	ECON 101	Introduction to Microeconomics	(CORE)
	<b>Term II</b>		
	ACCT 161	Financial Accounting II	(CORE)
	ACCT 164	Accounting Software Applications	(CORE)
	LEGL 210	Business Law I	(CORE)
	ACCT 218	Management Accounting I	(CORE)
	ACCT 162	Practical Tax Applications	(CORE)
	<b>YEAR 2</b>		
	<b>Term III</b>		
	ACCT 211	Financial Accounting III	(CORE)
	ACCT 215	Quantitative Decision Support	(CORE)
	ACCT 268	Management Accounting II	(CORE)
	ACCT 214	Integrated Accounting Systems	(CORE)
	ENGL 211	Business Communications	(CORE)
	<b>Term IV</b>		
	ACCT 255	Financial Management	(CORE)
	ACCT 261	Financial Accounting IV	(CORE)
	ACCT 275	Accounting Information Systems	(CORE)
	ACCT 318	Management Accounting III Elective	(CORE) (ELECTIVE)



# BACHELOR OF ARTS

Faculty of Arts and Science

MacEwan.ca/BA

MacEwan University's Bachelor of Arts (BA) is designed to provide a liberal arts education that allows students to explore a variety of academic disciplines and acquire a broad knowledge base that will prepare them for employment or future post-secondary studies. The degree is intended to provide students with breadth, depth, and diversity in the areas of humanities, social sciences, and natural and mathematical sciences. BA students study subjects in both a major and minor discipline, and are required to be familiar with the academic and faculty regulations and procedures as published herein.

Bachelor of Arts (BA) and Bachelor of Arts (Honours)			
	BA Major	BA Minor*	BA Honours
Anthropology	✓	✓	
Business Studies		✓	
Classics		✓	
Economics	✓	✓	
English	✓	✓	✓
History	✓	✓	
Philosophy	✓	✓	
Political Science	✓	✓	
Psychology	✓	✓	✓
Sociology	✓	✓	✓

\* In addition to the minors listed above, students in the BA program are eligible to declare any minor offered by the Bachelor of Science program (page 85) in the Faculty of Arts and Science.

## GENERAL PROGRAM INFORMATION

The BA program requires students to complete 120 credits of non-duplicative coursework. This coursework consists of 36 credits of core requirements in the following areas: analytical studies (six credits), humanities (six credits), literacy (12 credits), sciences (six credits), and social sciences (six credits). Students are advised to complete their core requirements in their first and second years of study. In addition, students must complete coursework in a major subject area (42 credits at the senior level), a minor subject area (18 credits at the senior level), and options (24 credits).

## TRANSFERABILITY

All courses completed for the Bachelor of Arts degree are credit courses and may be individually transferable toward further study at other Alberta institutions. For current, detailed information on individual course transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

Most post-secondary institutions allow the transfer of a maximum of 60 credits at the baccalaureate level towards their program requirements. Students should research the program of study and transfer policies at the institution they wish to attend to ensure compliance with admission and graduation requirements.

## CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*

Applicants must have a minimum overall average of 65 per cent, with no course grade lower than 50 per cent, in the following high school courses:

1. ELA 30-1
2. Group C course
3. Three subjects from Group A, B, or C (a maximum of two Group B subjects can be used; they must be from different subject areas)

### Notes:

- Students are strongly encouraged to present a range of courses in order to benefit from the breadth of learning and to increase the flexibility of their options in the Bachelor of Arts degree.
- Certain university-level courses have high school prerequisites and students are responsible to ensure they have fulfilled these prerequisites prior to enrolment in those courses.
- Mathematics 30-1 is required for courses in the Economics major; Mathematics 30-1 or Mathematics 30-2 is required for courses in the Psychology major.
- Specific university-level courses may be used to substitute for courses deficiencies.

Applicants with nine or more university-level credits must also present a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale.

### MATURE ADMISSION

*To be evaluated through the Office of the University Registrar*

Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term. Applicant must have the following:

- ELA 30-1 with a minimum grade of 65 per cent (or equivalent)
- OR
- Six credits of university-level English with no grade less than C-

Applicants with nine or more university-level credits must also present a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale.

**PREVIOUS POST-SECONDARY WORK**

To be evaluated through the Office of the University Registrar  
 Admission in this category does not imply or guarantee the transfer of any coursework and/or credential unless a block transfer agreement (internal or external) is in effect and published in the academic calendar by the Office of the University Registrar. In addition, transfer of coursework does not imply or guarantee that an applicant will be admitted.

Applicants must have successfully completed the following from a recognized institution:

- A minimum of 24 credits of university transferable coursework with a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale and must have completed the required high school courses listed under the Regular Admission category.

**PROBATIONARY ADMISSION**

To be evaluated through the Program

A limited number of probationary admissions may be granted to applicants who meet the admission criteria outlined in one of the categories of admission and who have attempted nine or more university-level credits but their Admission Grade Point Average (AGPA) is less than 2.0 on a 4.0 scale.

To be considered in the probationary admission category, at the time of admission an applicant must present:

- An Admission Grade Point Average (AGPA) between 1.5 and 1.99.

AND

- No grade less than C on the most recent nine credits of university-level course work.

OR

**PROGRAM OF STUDY**

Core		Credits
Analytical Studies	Computing Science, Linguistics, Logic, Mathematics, Statistics	6
Humanities	Classics/History or Philosophy	6
Literacy	Choose 12 credits from 2 of the following categories: <ul style="list-style-type: none"> <li>• Analysis and Argument ENGL 102 and Introduction to Literature ENGL 103 or British Literature to the Restoration ENGL 132 and British Literature 17th to 20th Century ENGL 133;</li> <li>• World Literature COMP 102 and COMP 103</li> <li>• Language other than English (six credits must be in the same language)</li> </ul>	12
Sciences	As determined by the Faculty of Arts and Science	6
Social Sciences	Anthropology, Economics, Political Science, Psychology, Sociology	6
	<b>Total Core</b>	36
<b>Major</b>	<ul style="list-style-type: none"> <li>• Required courses (21 senior-level credits)</li> <li>• General Requirements or Specialization (21 senior-level credits)</li> </ul>	42
<b>Minor</b>	18 senior-level credits	18
<b>Options</b>	<ul style="list-style-type: none"> <li>• See Degree Regulations.</li> <li>• May include additional major or minor coursework to a maximum of six senior-level credits</li> <li>• As determined by the Faculty of Arts and Science</li> </ul>	24
<b>Total</b>		120

- A minimum Grade Point Average (GPA) of 2.0 on the most recent twelve or more credits of university-level course work.

Applicants who do not satisfy all these conditions will not be considered for admission in this category.

Those students accepted into the probationary category will be required to sign a probation contract.

**ADDITIONAL ADMISSION CRITERIA**

All applicants must meet the following:

**1. English Language Proficiency**

To be evaluated through the Office of the University Registrar

**Applicable to all admission categories**

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca .

**OTHER ADMISSION CRITERIA**

To be evaluated through the Office of the University Registrar

**Applicable to all admission categories**

Applicants who have been assigned two unsatisfactory academic records within the past five years will not be considered for admission or re-admission to the program until a minimum three years from the date of the assignment of the last unsatisfactory academic record. For the purpose of admission or re-admission, an unsatisfactory record is defined as a transcript with the notation 'required to withdraw' or equivalent.



## BACHELOR OF ARTS – HONOURS PROGRAM INFORMATION

The BA Honours provides eligible students with the opportunity to pursue more intensive study in their chosen field, which may be of benefit to students considering graduate studies. There are three Honours programs offered: English, psychology, and sociology. Honours programs may have limited enrolment, and individual disciplines may have additional selection requirements.

### GENERAL SELECTION CRITERIA FOR HONOURS PROGRAMS

For consideration into Honours programs, students must present the following:

1. Completion of a minimum of 45 university-level credits, applicable to the program of study, with a GPA of 3.0
2. 24 of the 45 credits must have been completed in the last 12 months
3. A minimum of 6 credits completed at the senior-level in the discipline of study
4. A minimum GPA of 3.3 in all senior-level courses in the discipline of study

Students interested in the Honours program are encouraged to request a Program Check from the Faculty of Arts and Science Program Services Office in 6-211.

Please note that entry into the program is competitive; satisfying the minimum requirements may not guarantee admission, for more information and to apply for entry please contact the Honours Discipline Advisor for your intended program.

## HONOURS ADMISSION

### HONOURS IN ENGLISH – ADMISSION REQUIREMENTS

Students are eligible for application to the Honours English program after they have completed a minimum of 45 credits (including at least six credits in senior-level English courses), 24 of which must have been completed within the last 12 months. Applicants must present a cumulative GPA of 3.0 and a minimum GPA of 3.3 in all senior-level English courses. Please note that entry into the program is competitive and dependent on department resources – satisfying the minimum requirements does not guarantee admission. For more information and to apply for entry, contact Dr. Jack Robinson at 780-497-5364 or [robinsonj@macewan.ca](mailto:robinsonj@macewan.ca).

### HONOURS IN PSYCHOLOGY – ADMISSION REQUIREMENTS

Students are eligible for application to the Honours psychology program after they have completed a minimum of 45 credits (including at least six credits in senior-level psychology courses), 24 of which must have been completed within the last 12 months. Applicants must present a cumulative GPA of 3.0 and a minimum GPA of 3.3 in all senior-level psychology courses. Please note that entry into the program is competitive – satisfying the minimum requirements does not guarantee admission. For more information and to apply for entry, contact Dr. Kristine Peace at 780-633-3651 or [peacek@macewan.ca](mailto:peacek@macewan.ca).

### HONOURS IN SOCIOLOGY – ADMISSION REQUIREMENTS

Students are eligible for application to the Honours sociology program after they have completed a minimum of 45 credits (including at least six credits in senior-level sociology courses), 24 of which must have been completed within the last 12 months. Applicants must present a cumulative GPA of 3.0 and a minimum GPA of 3.3 in all senior-level sociology courses. Please note that entry into the program is competitive – satisfying the minimum requirements does not guarantee admission. For more information and to apply for entry, contact Dr. Jeff Stepnisky at 780-633-3672 or [stepniskyj@macewan.ca](mailto:stepniskyj@macewan.ca).

## PROGRAM OF STUDY

Core		Credits
Analytical Studies	Computing Science, Linguistics, Logic, Mathematics, Statistics	6
Humanities	Classics, History or Philosophy	6
Literacy	From the following: Literature in English: <ul style="list-style-type: none"> <li>• Analysis and Argument ENGL 102 and Introduction to Literature ENGL 103 or</li> <li>• British Literature to the Restoration ENGL 132 and British Literature 17th to 20th Century ENGL 133;</li> </ul> World Literature COMP 102/103; Language Other than English (six credits must be in the same language)	12
Sciences	As determined by the Faculty of Arts and Science	6
Social Sciences	Anthropology, Economics, Political Science, Psychology, Sociology	6
	<b>Total Core</b>	<b>36</b>
<b>Honours Subject</b>	Overall Honours subject requirement: 42 senior-level credits	42
Required Courses	Completion of 21 senior-level credits	
Specialization	Completion of 21 senior-level credits	
Other Requirements	See Degree Regulations: The 42 credits designated as Other Requirements are made up of topic-related coursework. A minimum of 18 credits of that coursework must be completed outside of the discipline, excluding any credits used to satisfy the core requirements.	42
<b>Total</b>		<b>120</b>

### MAJORS AND MINORS

Academic and discipline advisors are available to assist the student to plan a program of study that will meet these degree requirements. Please refer to MacEwan.ca/BA for specific course requirements for each major and minor.

#### ANTHROPOLOGY

##### Anthropology Major

Total credits required for major = 42 senior-level credits with a minimum of 24 credits at the 300- or 400-level (non-duplicative coursework)

Required courses = 21 credits as specified below

General requirements = 21 credits chosen from senior-level ANTH course specified below.

At least six credits must be completed at the 300-level

At least six credits must be completed at the 400-level

##### Required courses (21 credits)

Three credits in each of the following areas:

- Introduction to Archaeology
- Introduction to Social and Cultural Anthropology
- Introduction to Linguistic Anthropology
- Introduction to Physical Anthropology
- Ecological Perspectives in Anthropology
- Anthropological Theory or History of Archaeological Theory
- Qualitative Methods in Anthropology or Issues in Archaeological Method and Interpretation

##### General requirements (21 credits)

21 credits chosen from senior-level Anthropology courses

##### Anthropology Minor

Total credits required for minor = 18 senior-level credits (non-duplicative coursework)

A minimum of nine credits must be completed at the 300- or 400-level

##### Required courses (18 credits)

Six credits in two of the following areas:

- Introduction to Archaeology
- Introduction to Social and Cultural Anthropology
- Introduction to Linguistic Anthropology
- Introduction to Physical Anthropology

Three credits in:

- Any "Peoples of ..." course

Three credits in:

- Ecological Perspectives in Anthropology

Six credits chosen from 300- or 400-level

Anthropology courses

## BUSINESS STUDIES

### Business Studies Minor

Total credits required for minor = 18 senior-level credits (non-duplicative coursework) with a minimum of six credits at the 300- or 400-level.

**Notes:** 1) It is highly recommended that students complete BUSN 201 during the second year of their program.

2) Degree Regulations: Options Requirements – Students must take 24 credits of degree options from courses offered by the Faculty of Arts and Science, and may include additional major coursework within the discipline of study to a maximum of six senior-level credits. Options MAY NOT include additional Business Studies minor coursework or courses offered outside the Faculty of Arts and Science.

#### Required courses (18 credits)

Three credits in each of the following areas:

- Introduction to Canadian Business
- Introductory Accounting

Six – 12 credits chosen from:

- Business Law I
- Managerial Information and Control Systems
- Introductory Finance
- Fundamentals of Marketing
- Introduction to Management

Up to six credits chosen from a select group of courses approved by the Faculty of Arts and Science (if required to meet the 18 credit minimum)

## CLASSICS

### Classics Minor

Total credits required for minor = 18 senior-level credits (non-duplicative coursework)  
A minimum of six credits must be completed at the 300- or 400-level (CLAS 355 does not satisfy this requirement)

#### Required courses (18 credits)

Three credits in each of the following areas:

- Greek Civilization
- Roman Civilization

12 credits chosen from senior-level Classics courses (may use LATN 301, LATN 302 or PHIL 230 with permission to fulfil this requirement)

## ECONOMICS

### Economics Major

Total credits required for major = 42 senior-level credits (non-duplicative coursework)  
Required courses = 21 credits as specified below  
General requirements = 21 credits chosen from any senior-level Economics courses

A minimum six credits must be completed at the 400-level; ECON 401 does not satisfy this requirement.

#### Required courses (21 credits)

Three credits in each of the following areas:

- Intermediate Microeconomics Theory I
- Intermediate Microeconomics Theory II
- Intermediate Macroeconomics Theory I
- Intermediate Macroeconomics Theory II
- Quantitative Methods in Economics

- Introductory Econometrics
- Contemporary Canadian Economic Issues

#### General requirements (21 credits)

21 credits chosen from senior-level Economics courses

### Economics Minor

Total credits required for minor = 18 senior-level credits (non-duplicative coursework)  
A minimum of six credits must be completed at the 300- or 400-level; ECON 401 does not satisfy this requirement.

#### Required courses (18 credits)

Three credits in each of the following areas:

- Intermediate Microeconomic Theory I
- Contemporary Canadian Economic Issues

12 credits chosen from senior-level Economics courses

## ENGLISH

### English Major

Total credits required for major = 42 senior-level credits (non-duplicative coursework)  
Required courses = 21 credits as specified below  
General requirements = 21 credits chosen from any senior-level English courses  
A minimum of six credits must be completed at the 400-level

A minimum of three credits must be completed in Canadian Literature

At least six credits of one language other than English. The language other than English can be taken as part of the Literacy core requirement.

#### Required courses (21 credits)

Three credits in each of the following time periods:

- Early and Later Middle English
- Elizabethan and 17th Century
- Restoration and 18th Century
- British, American and Canadian 19th Century
- British, American, Canadian and Post-Colonial Literature 20th and 21st Century

Three credits in:

- Literary Theory

Three credits in:

- Studies in the Modern English Language

#### General requirements (21 credits)

21 credits chosen from senior-level English courses

### English Minor

Total credits required for minor = 18 senior-level credits (non-duplicative coursework)  
A minimum of three credits must be completed at the 400-level

#### Required courses (18 credits)

Three credits chosen from one of the following time periods:

- Early and Later Middle English
- Elizabethan and 17th Century
- Restoration and 18th Century

Six credits chosen from the following areas:

- British, American, Canadian or Post-Colonial Literature

Nine credits chosen from any senior-level English courses

## HISTORY

### History Major

Total credits required for major = 42 senior-level credits (non-duplicative coursework)

Required courses = 21 credits as specified below

General requirements = 21 credits chosen from any senior-level History courses

A minimum of six credits must be completed at the 400-level, including the senior capstone.

A minimum of 15 credits must be completed at the 300-level, including methodology and senior world history requirements.

A minimum of six credits of one language other than English.

#### Required courses (21 credits)

Three credits in each of the following areas:

- American History survey
- European History survey
- Canadian History survey
- Breadth Requirement
- Methodology
- Senior World History
- Senior Capstone

#### General requirements (21 credits)

21 credits chosen from senior-level History courses (may substitute up to six credits with select courses from specific disciplines only with permission of the History department)

### History Minor

Total credits required for minor = 18 senior-level credits (non-duplicative coursework)

A minimum of nine credits must be completed at the 300- or 400-level

#### Required courses (18 credits)

Three credits in two of the following areas (six credits total):

- American History survey
- European History survey
- Canadian History survey

12 credits chosen from senior-level History courses (Minimum nine credits at the 300- or 400- level)

## PHILOSOPHY

### Philosophy Major

Total credits required for major = 42 senior-level credits (non-duplicative coursework)

Required courses = 21 credits as specified below

General requirements = 21 credits chosen from any senior-level Philosophy courses

A minimum of six credits must be completed at the 400-level, including PHIL 401

#### Required courses (21 credits)

Three credits in each of the following areas:

- Metaphysics or Epistemology
- Ethics or Social and Political Philosophy
- Formal Reasoning
- 400-level Philosophy course
- Senior Seminar

Six credits in:

- History of Philosophy

#### General requirements (21 credits)

21 credits chosen from senior-level Philosophy courses

### Philosophy Minor

Total credits required for minor = 18 senior-level credits (non-duplicative coursework)

A minimum of three credits must be completed at the 400-level

#### Required courses (18 credits)

Three credits in one of the following areas:

- Social and Political Philosophy or Ethics

Three credits in:

- History of Philosophy

12 credits chosen from senior-level Philosophy courses

## POLITICAL SCIENCE

### Political Science Major

Total credits required for major = 42 senior-level credits (non-duplicative coursework)

Required courses = 21 credits as specified below

General requirements = 21 credits chosen from any senior-level Political Science courses

A minimum of six credits must be completed at the 300-level.

A minimum of six credits must be at the 400-level, including POLS 499

#### Required courses (21 credits)

Three credits in:

- Comparative Political Systems

Six credits in each of the following areas:

- Canadian National Government
- International Relations
- History of Political Thought

#### General requirements (21 credits)

18 credits chosen from 300- and 400-level Political Science courses

Three credits in:

- Advanced Study in Political Science (POLS 499)

## Political Science Minor

Total credits required for minor = 18 senior-level credits (non-duplicative coursework)  
A minimum nine credits must be completed at the 300- or 400-level

### Required courses (18 credits)

Three credits in:

- Comparative Political Systems

Six credits in one of the following areas:

- Canadian National Government
- International Relations
- History of Political Thought

Nine credits chosen from senior-level Political Science courses

## PSYCHOLOGY

### Psychology Major

Total credits required for major = 42 senior-level credits (non-duplicative coursework)

Required courses = 21 credits as specified below

General requirements = 21 credits chosen from any senior-level Psychology courses

A minimum of nine credits must be completed at the 300-level

A minimum of six credits must be completed at the 400-level (PSYC 439 does not satisfy this requirement)

Students must complete or be enrolled in PSYC 212 prior to declaring a Psychology major

### Required courses (21 credits)

Three credits in three of the following areas:

- Developmental Psychology
- Personality
- Social Psychology
- Cognitive Psychology

Three credits in two of the following areas:

- Perception
- Brain and Behaviour
- Principles of Behaviour

Three credits in:

- Introduction to Research Methods in Psychology

Three credits in:

- History of Psychology

### General requirements (21 credits)

21 credits chosen from senior-level Psychology courses

## Psychology Minor

Total credits required for minor = 18 senior-level credits (non-duplicative coursework)

A minimum six credits must be completed at the 300- or 400-level (PSYC 439 does not satisfy this requirement)

### Required courses (18 credits)

Three credits from one the following areas:

- Developmental Psychology
- Personality
- Social Psychology
- Cognitive Psychology

Three credits from one the following areas:

- Perception
- Brain and Behaviour
- Principles of Behaviour

12 credits chosen from senior-level Psychology courses

## SOCIOLOGY

### Sociology Major

Total credits required for major = 42 senior-level credits (non-duplicative coursework)

Required courses = 21 credits as specified below

General Requirements = 21 credits as specified

A minimum of six credits must be completed at the 400-level; SOCI 426 does not satisfy this requirement

### Required courses (21 credits)

Three credits in one of the following areas:

- Sociology of Gender
- Social Inequality in Canada
- Canadian Ethnic and Minority Relations

Three credits in one of the following areas:

- Criminology
- Introduction to the Family

Three credits in each of the following:

- Social Psychology
- Introduction to Social Statistics
- Introduction to Social Research Methods

Six credits in:

- Sociological Theory

### General requirements (21 credits)

21 credits chosen from senior-level Sociology courses

### Requirements for Criminology Specialization (21 credits)

Three credits in each of the following areas:

- Criminology
- Youth, Crime and Society
- Criminal Justice Administration in Canada

Nine – 12 credits from:

- Select options in Criminology and Deviance, Social Survey Methods, and Qualitative Research Methods. (A maximum of three credits from SOCI 316 or SOCI 418 can be used for this requirement.)



**Graduation Grade Point Average** – As part of the Graduation Grade Point Average regulation above, Bachelor of Arts students must obtain an overall GGPA of 2.0 or higher, with a minimum GPA of 2.0 on all courses credited toward the major and a minimum GPA of 2.0 on all courses credited toward the minor.

**Graduation Requirements** – Graduation requirements are governed by the date on which a student declares their major and minor. Students who declare their major and minor up to and including the last day to withdraw from Winter term courses without academic penalty are bound by the requirements of the current academic year. Those students who declare after this date are bound by the programs of study and degree requirements of the upcoming academic year as published in the MacEwan University academic calendar.

**International Content Requirement** – Students must take three credits of international content selected from a list of approved courses to fulfil program graduation requirements. Some courses used to satisfy the degree requirements can also be counted toward the international content requirement. Please refer to [MacEwan.ca/BA](http://MacEwan.ca/BA) for a list of courses that will meet the international content requirement.

**Junior- and Senior-Level Courses** – Courses numbered from 100 to 199 are considered junior level and courses numbered from 200 to 499 are considered senior level.

**Junior Credits in English** – A maximum of nine credits of 100-level English are permitted in the completion of the BA degree.

**Maximum Junior-Level Courses** – A maximum of 48 credits at the 100-level are permitted in completion of the BA degree. Additional courses at the 100-level will be declared extra to the 120 credits required to complete the BA degree and will not be counted toward fulfilment of graduation requirements.

**Minimum Passing Grade Limitation** – Major – A maximum of 6 credits with a final grade of D or D+ is permitted in courses credited toward the major.

**Options Requirements** – Students are permitted to take a maximum of 24 credits of degree options. Courses in the degree options may include additional major and/or minor coursework within the discipline of study to a maximum of six senior-level credits. With the exception of Business Studies minors and subject to written approval by the Dean of the Faculty of Arts and Science, degree options may include a maximum of 15 credits from courses offered by a faculty other than Arts and Science. Students completing a Business Studies minor must complete their 24 credits of degree options from courses offered within the Faculty of Arts and Science.

**Progression of Studies** – Students are responsible for ensuring they meet the prerequisite and/or co-requisite requirements as noted on all courses that may fulfil Bachelor of Arts or Arts Honours program requirements.

## BACHELOR OF ARTS HONOURS

(Additional degree regulations for Bachelor of Arts Honours students)

**Course Load** – Students accepted into an Honours program must complete 30-credits in each twelve consecutive months they are in the program.

**Grade Point Average Requirement** – Students accepted and enrolled in the Arts Honours program must maintain a minimum overall GPA of 3.0. As well, students must maintain a minimum GPA of 3.3 in all courses taken in the Honours discipline of study for each twelve consecutive months following acceptance into the Honours program. Failure to do so will result in the student's program status reverting to BA Undeclared.

**Academic Standing** – Further to the Academic Standing Policy above, students accepted and enrolled in the Arts Honours program must maintain a minimum cumulative GPA of 3.0 and a minimum GPA of 3.3 in all courses within the Honours discipline of study for the period of review. Failure to do so will result in the student's program status reverting to BA Undeclared.

**Graduation Grade Point Average** – In order to graduate, students must obtain an overall GGPA of 3.0 or higher, with a minimum GPA of 3.3 on all courses credited toward the Honours discipline of study.

**Other Requirements** – Students accepted into an Honours program are permitted to take 42 credits designated as other requirements that are made up of topic-related coursework a minimum of 18 credits of that coursework must be completed outside the Honours discipline of study, and excludes any credits used to satisfy the core requirements. Subject to written approval by the Dean of the Faculty of Arts and Science, other requirements may include a maximum of 15 credits from courses offered by a faculty other than Arts and Science.

**Subsequent Baccalaureate** – In addition to meeting the degree regulations listed above, students who already hold a baccalaureate degree must satisfy the provisions of Policy C2000, Subsequent Baccalaureate Credential.

## FOR FURTHER INFORMATION

Bachelor of Arts  
Room 6-211, Program Services, City Centre Campus  
10700 – 104 Avenue NW  
Edmonton, AB T5J 4S2  
Program Office: 780-497-5653  
Email: [bartquestion@macewan.ca](mailto:bartquestion@macewan.ca)

## Chair

Robert Wiznura, PhD (British Columbia)  
*English*

## FACULTY OF ARTS AND SCIENCE PROGRAM SERVICES

### Director

Naomi Beke, M.Sc.

### Advisors

Miya Abe, BA

Clare Ard, MA

Kimberly Bownes, B.Ed.

Larisa Hayduk, B.Ed.

Janice deGraaf, BA

Nicole McLellan, BA

Josie O'Reilly, B.Sc.

Kerry Precht, MA

Karen Ravagnolo, MA

Erin Wight, BA

## FACULTY

### Anthropology, Economics and Political Science

#### Chair

Shahidul Islam, PhD (Oregon State)

*Agricultural and Resource Economics*

Rafat Alam, PhD (Ottawa)

*Economics*

Christopher Ball, PhD (Chicago)

*Anthropology/Linguistics*

Junaid Bin Jahangir, PhD (Alberta)

*Economics*

Franca Boag, PhD (Alberta)

*Anthropology*

Constantin Colonescu, PhD (Charles)

*Economics*

Ergete Ferede, PhD (Alberta)

*Economics*

Joseph Fong, PhD (Queen's)

*Economics*

Sen Lin, PhD (Calgary)

*Political Science*

Hugh McKenzie, PhD (Alberta)

*Anthropology*

Chaldeans Mensah, PhD (Alberta)

*Political Science*

Christopher Gaelan Murphy, PhD (Georgetown)

*Political Science*

Paul Prince, PhD (McMaster)

*Anthropology*

John Soroski, PhD (British Columbia)

*Political Science*

Cynthia Zutter, PhD (Alberta)

*Anthropology*

## English

### Chair

Jack Robinson, PhD (Alberta)

*English*

### Associate Chair

Pamela Farvolden, PhD (Alberta)

*English*

David Buchanan, PhD (Alberta)

*English*

Sarah Copland, PhD (Toronto)

*English*

Robert Einarsson, PhD (Alberta)

*English*

Alexander Feldman, D.Phil (Oxford)

*English Literature*

David Grant, PhD (Toronto)

*English*

Elizabeth Hollis-Berry, PhD (Alberta)

*English*

Carolyn Ives, MA (Saskatchewan)

*English*

Rashmi Jyoti, PhD (Maharaja Sayajirao)

*English*

Romuald Lakowski, PhD (British Columbia)

*English Literature*

Paul Lumsden, PhD (Alberta)

*English*

Amin Malak, PhD (Alberta)

*English*

Don McMann, PhD (Wales)

*Creative Writing*

Michael O'Hea, PhD (Alberta)

*English*

Michael Perschon, MA (Alberta)

*Comparative Literature*

Jillian Skeffington, PhD (Arizona)

*English*

Mark Smith, PhD (UC Irvine)

*English Literature*

William Thompson, PhD (Alberta)

*English*

Joshua Toth, PhD (Western)

*English*

Robert Wiznura, PhD (British Columbia)

*English*

## Humanities

### Chair

Benjamin Garstad, PhD (St. Andrews)

*Classics*

Ian Armour, PhD (London)

*History*

Colin Bailey, PhD (British Columbia)

*Classics*



**Alain Beauclair, PhD (Oregon)**

*Philosophy*

**Michael Carroll, PhD (Toronto)**

*History*

**Robert Falconer, PhD (Guelph)**

*History*

**Suzanne Hayman, PhD (Dalhousie)**

*French*

**David Higgins, DPhil (Oxford)**

*History*

**Robert Irwin, PhD (Alberta)**

*History*

**Kyeongmi Kim-Bernard, PhD (Paris-Sorbonne)**

*French*

**Renata Knos, MA (Alberta)**

*French*

**Maria Kozakiewicz, PhD (Alberta)**

*Classics*

**Edvard Lorkovic, PhD (Alberta)**

*Philosophy*

**Maritza Mark, MA (Calgary)**

*Spanish*

**Susan Mills, PhD (Pennsylvania)**

*Philosophy*

**Cyrus Panjvani, PhD (St. Andrews)**

*Philosophy*

**Carolee Pollock, PhD (Alberta)**

*History*

**Cristina Ruiz Serrano, PhD (Alberta)**

*Spanish*

**Adriana Spahr, PhD (Toronto)**

*Spanish*

**Randy Wojtowicz, PhD (UC San Diego)**

*Philosophy*

## Psychology

### Chair

**Melike Schalomon, PhD (Alberta)**

*Neuroscience*

**Nicole Anderson, PhD (McMaster)**

*Psychology*

**Craig Blatz, PhD (Waterloo)**

*Psychology*

**Nancy Digdon, PhD (Western Ontario)**

*Psychology*

**Shannon Digweed, PhD (Lethbridge)**

*Evolution and Behaviour*

**Megan Easterbrook, PhD (Queen's)**

*Psychology*

**Jayne Gackenbach, PhD (Virginia Commonwealth)**

*Psychology*

**Trevor Hamilton, PhD (Alberta)**

*Neuroscience*

**Lynne Honey, PhD (McMaster)**

*Psychology*

**Andrew Howell, PhD (Concordia University)**

*Psychology*

**Michelle Jarick, PhD (Waterloo)**

*Psychology*

**Sandy Jung, PhD (Victoria)**

*Psychology*

**Kristine Peace, PhD (Dalhousie)**

*Psychology*

**Lawrence Peta, M.Sc. (Alberta)**

*Psychology*

**Russ Powell, PhD (Alberta)**

*Psychology*

**Sean Rogers, MA (Minnesota)**

*Psychology*

**Rodney Schmaltz, PhD (Alberta)**

*Psychology*

**Aimee Skye, PhD (McMaster)**

*Psychology*

**Christopher Striemer, PhD (Waterloo)**

*Psychology*

**Tara Vongpaisal, PhD (Toronto)**

*Psychology*

**David Watson, PhD (Alberta)**

*Psychology*

## Sociology

### Chair

**Korbla Peter Puplampu, PhD (Alberta)**

*Sociology*

**Fiona Angus, PhD (British Columbia)**

*Sociology*

**Tami Bereska, PhD (Alberta)**

*Sociology*

**Shelley Boulianne, PhD (Wisconsin-Madison)**

*Sociology*

**John Casey, PhD (Alberta)**

*Sociology*

**Michael Gulayets, PhD (Alberta)**

*Sociology*

**Barbara Heather, PhD (Alberta)**

*Sociology*

**Joanne Minaker, PhD (Queen's)**

*Sociology*

**Alissa Overend, PhD (Alberta)**

*Sociology/Physical Education and Recreation*

**Susan Raine, PhD (Alberta)**

*Sociology*

**Sandra Rollings-Magnusson, PhD (Alberta)**

*Sociology*

**Michael Sredycz, PhD (Nebraska)**

*Sociology*

**Jeffrey Stepnisky, PhD (Maryland)**

*Sociology*

**Diane Symbaluk, PhD (Alberta)**

*Sociology*

# BACHELOR OF CHILD AND YOUTH CARE

*(with diploma exit)*

Faculty of Health and Community Studies

MacEwan.ca/CYC

Many young people experience neglect, abuse, emotional distress or family breakdown. Helping young people and their families overcome emotional and behavioral problems is the child and youth care worker's role. The Bachelor of Child and Youth Care program equips students with the foundational knowledge and skills for professional practice with at-risk youth, their families and their community.

In years one and two, foundational courses with a personal-growth focus prepare students to form helping relationships with youth and families through effective communication and an understanding of adolescent and lifespan development, family dynamics and activity programming. Child and youth care methods, communication and counselling, and family support and intervention courses prepare students for entry-level positions in the field. Field placements provide the opportunity to apply coursework to practice settings. Students may choose the diploma exit option at the end of year two.

Years three and four prepare students for advanced practice in intensive programs with children, youth and families with multiple, complex challenges through courses on abuse and neglect, substance abuse, law and social services, and advanced methodology in individual, group and family practice. Research, statistics, advanced field placement and arts and science courses complete degree level education and prepare students for more complex positions and graduate programs in child and youth care.

## CAREER POTENTIAL

Sensitive, well-educated and knowledgeable graduates are in demand across Canada. Graduates could enjoy rewarding careers as youth workers, family support workers, out-of-school care workers, child/youth care workers/counsellors, Children's Service case workers or family-school liaison workers. Work settings include treatment centres, group homes, youth centres, mental health centres, family support programs, community-based programs, foster care and schools. Diploma exit students (after successful completion of year two) are prepared for entry-level, front-line positions. Degree graduates (after successful completion of year four) are prepared for positions as advanced front-line child and youth care practitioners or for supervisory positions.

## TRANSFERABILITY

### INTERNAL OPPORTUNITIES

MacEwan University is committed to providing bridging and laddering opportunities to its certificate and diploma graduates. Graduates of the following MacEwan University certificate and diploma programs may be granted up to 72 credits to MacEwan University's Bachelor of Child and Youth Care degree program:

- Special Needs Educational Assistant certificate (30 credits)
- Child and Youth Care diploma (60 credits)
- Disability Studies: Leadership and Community diploma (60 credits)
- Early Learning and Child Care diploma (60 credits)
- Social Work diploma (72 credits)

Students are advised to consult a program advisor for the Bachelor of Child and Youth Care degree program for specific admission and/or bridging course requirements.

### EXTERNAL TRANSFER

All courses completed for the Bachelor of Child and Youth Care degree program are credit courses and may be transferable individually toward further study at other Alberta institutions. Students presenting a completed diploma from this program are eligible to receive up to 60 credits of transfer credit at Athabasca University. For current, detailed information on individual course and diploma transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

Students presenting a completed diploma from this program are eligible to apply to the Child and Youth Care degree programs at the University of Victoria, Vancouver Island University (formerly Malaspina University-College) and the University of the Fraser Valley.

Students presenting a completed Bachelor of Child and Youth Care degree from MacEwan University are eligible to apply to the Master of Arts in Child and Youth Care program at the University of Victoria.

## CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*

Applicants must have a minimum overall average of 65 per cent, with no course grade lower than 50 per cent, in the following high school courses:

1. ELA 30-1
2. Social Studies 30
3. One Group A, B or C course
4. One Group A, B, C or D course
5. One Group C course

#### Notes:

- Specific university-level courses, with a minimum grade of C-, may be used to substitute for course deficiencies only under the following circumstances:
  1. Six credits of university-level English in lieu of ELA 30-1
- Six credits of university-level language, other than English, in lieu of a Group A course (all six credits must be the same language)

### MATURE ADMISSION

*To be evaluated through the Office of the University Registrar*

Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term. Applicant must have the following:

- ELA 30-1 with a minimum grade of 65 per cent (or equivalent)

OR

- Six credits of university-level English with a minimum grade of C-

### PREVIOUS POST-SECONDARY WORK

*To be evaluated through the Office of the University Registrar*

Admission in this category does not imply or guarantee the transfer of any coursework and/or credential unless a block transfer agreement (internal or external) is in effect and published in the academic calendar by the Office of the University Registrar. In addition, transfer of coursework does not imply or guarantee that an applicant will be admitted.

Applicants must have successfully completed one of the following from a recognized institution:

- A Child and Youth Care Diploma or a related Certificate or Diploma.

OR

- A minimum of 24 credits of university transferable coursework with a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale and must have completed the required core courses listed under the Regular or Mature Admission category.

## ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

### 1. English Language Proficiency

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca .

## OTHER ADMISSION CRITERIA

*To be evaluated through the Program*

#### Applicable to all admission categories

Applicants are required to submit the following:

- evidence of a minimum 40 hours of relevant volunteer or work experience. "Supervisor's Reference" (form provided)
- a personal profile demonstrating an understanding of the role of a child care worker. (form provided)

**Note:** Applicants from Child and Youth Care diploma programs applying to 3<sup>rd</sup> year will only be required to submit a resume and one reference letter.

Conditionally accepted applicants are required to submit the following by the beginning of the intake term:

- Current, clear Security Clearance with Vulnerable Sector Search or eligibility to apply for a pardon and no open youth record.
- Current Standard First Aid and Level C CPR certification.

## PROGRAM OF STUDY

### YEAR I

		<b>CR.</b>
CYCW 100	Adolescent Development	3
CYCW 101	Helping Skills	3
CYCW 102	Integration Seminar	1
CYCW 103	Field Placement	2
CYCW 104	Activity Programming	2
CYCW 106	The Child and Youth Care Professional	3
CYCW 107	Child and Youth Care Practice	3
CYCW 108	Special Topics in Child and Youth Care	2
CYCW 110	Integration Seminar	1
CYCW 111	Field Placement	2
CYCW 112	Family Dynamics	2
CYCW 114	Individual Counselling	3
ENGL 111	Communications	3

### YEAR II

CYCW 200	Child/Youth Care Methods I	3
CYCW 201	Child and Youth Care Practice in Mental Health	3
CYCW 202	Integration Seminar	1
CYCW 203	Field Placement	4
CYCW 204	Group Work	3
CYCW 205	Issues in Family Work	3
CYCW 206	Child/Youth Care Methods II	3
CYCW 207	Integration Seminar	1
CYCW 208	Field Placement	4
CYCW 209	Family Support and Intervention	2
CYCW 211	Development Across the Lifespan	3

### YEAR III

CYCW 302	Advanced CYC Practice I: Linking Theory, Self and Ethics	3
CYCW 303	Advanced CYC Practice II: Relational-Centered Case Planning	3
CYCW 339	Applying Developmental Theory in CYC Practice I	3
CYCW 340	Applying Developmental Theory in CYC Practice II	3
CYCW 350	Law and Social Services	3
CYCW 360	Abuse and Neglect	3
CYCW 361	Substance Abuse	3
	Baccalaureate level English	3
	Arts and Science Electives	6

### YEAR IV

CYCW 411	Advanced Field Placement I	3
CYCW 412	Advanced Field Placement II	3
CYCW 423	Child and Youth Care Research	3
CYCW 425	Quantitative and Qualitative Analysis	3
CYCW 465	Advanced CYC Practice with Groups, Organizations and Communities	3
CYCW 466	Advanced CYC Practice with Families	3
CYCW 474	Advanced CYC Practice with Individuals	3
	Arts and Science Electives	9

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 35 per cent of courses through MacEwan University (for degree completion). Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 35 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see "Minimum Course Grade" (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Bachelor of Child and Youth Care has 10 years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## DEGREE REGULATIONS

Students are strongly encouraged to seek advice from the academic advisors about academic planning, whether for completing degree requirements at MacEwan University or for transfer to another post-secondary institution.

**Elective Requirements** – Coursework for the elective requirements may be 100, 200, 300 or 400 level baccalaureate courses from the Faculty of Arts and Science.

**English Requirement** – The English course requirement may be a 100, 200, 300 or 400 level baccalaureate course from the English department.

**Progression of Studies** – Students are responsible for ensuring they meet the prerequisite and/or co-requisite requirements as noted on program courses.

**Field Placements** – Students must comply with policy C2060 Work Integrated Learning regarding their field placements.

## FOR FURTHER INFORMATION

Bachelor of Child and Youth Care

General Program Inquiries

Email: [cyc@macewan.ca](mailto:cyc@macewan.ca)

Charlene Allen, University Advisor (full-time)

Phone: 780-497-4646

Lynne Baker, University Advisor (part-time/distance)

Phone: 780-497-5099

## FACULTY

### Chair

**Donna Jamieson, M.Ed. (Alberta)**  
*Counselling. CCYC.*

**Donna Barker, MS (Nova Southeastern)**  
*Child and Youth Care. CCYC.*

**Gerard Bellefeuille, PhD (Victoria)**  
*Child and Youth Care*

**Ahna Berikoff, MA (Victoria)**  
*Child and Youth Care*

**Angila Chase, MA (Seattle)**  
*Counselling*

**Linda Dionne-MacIsaac, B.Sc. (Alberta)**  
*Psychology. CCYC.*

**Fiona Gironella, MA (Alberta)**  
*Criminology. CCYC.*

**Kerry Heaney-Dalton, BA (Victoria)**  
*Child and Youth Care. CCYC.*

**Catherine Hedlin, MPM (Alberta)**  
*Public Management*

**Jenny McGrath, MS (Nova Southeastern)**  
*Family Support Studies. CCYC.*

**Jack Phelan, MS (Long Island University)**  
*Counselling. CCYC.*

**Christine Pope, BA (Malaspina)**  
*Child and Youth Care. CCYC.*

**Anton Smith, MSW (Dalhousie)**  
*Social Work. RSW.*

**Mary Sorobey, MA (Seattle)**  
*Counselling*

**Brenda Thompson, MC (Seattle)**  
*Counselling Psychology*

# BACHELOR OF COMMERCE

*School of Business*

MacEwan.ca/BCom

The Bachelor of Commerce focuses on the development of basic business and managerial competencies combined with an understanding of globalization and its implications. The program is structured to provide comprehensive preparation for management positions with both for-profit and not-for-profit organizations as well as the public sector.

The degree provides students with knowledge and critical understanding of commerce and management, and the ability to gather, review, evaluate and interpret information relevant to business and management. Key professional skills are taught: ethical business practices, presenting, writing, teamwork, technology, problem analysis, decision-making and research, including the opportunity to engage in independent research and practice. These skills are integrated across all courses in the program.

The program consists of three types of courses: core, major and elective. Core courses develop fundamental skills and abilities in business and management. Upon completion of core courses, the student will choose one of six majors: Accounting, Human Resources Management, International Business, Management, Marketing or Supply Chain Management Co-op. The courses in the majors deepen knowledge of business within a focal area and the elective courses broaden education beyond business and tailor the degree to the student's interests. The program will prepare students for graduate studies in related fields.

## Accounting major

The Accounting major prepares students to be able to analyze and solve problems and participate in the management of business functions and strategy within an organization. Students will learn to contribute to collaborative, information-sharing and joint-planning processes. They will acquire the necessary qualitative and quantitative skills for complex problem solving in an accounting and business environment. With a generalist knowledge of all areas of business and in-depth study of advanced topics, students are able to continue with professional accreditation, graduate-level study or to assume an accounting position.

## Human Resources Management major

Human resources professionals provide advice to all levels of the organization on personnel management, employee recruitment and retention programming, selection of job candidates, employee professional development, negotiations, and more. Human resources professionals, particularly working with large organizations, are able to specialize in an area of interest like labour relations or human resources planning.

MacEwan University has developed the curriculum for this major in line with the Required Professional Capabilities as established by the Canadian Council of Human Resources Associations (CCHRA). Completion of this major prepares students for the National Knowledge Exam (NKE), a primary requirement of the CHRP designation, which also requires the completion of a baccalaureate degree.

## International Business major

The International Business major prepares students to conduct business in an increasingly globalized environment. Students will learn how to apply concepts from functional areas, such as marketing and finance, within the global business setting and how international business practice differs from domestic business. Students will also learn how the language, culture and political economy influence business in different countries and regions

## Management major

The Management major focuses on the management of organizations. It provides students with a solid foundation in the fundamentals of business and specialization in key aspects of leadership, including team building, conflict resolution, consulting, change management and organizational development. The major is flexible, allowing students to study a range of contexts: local and global industry, the not-for-profit sector and government. It also has significant opportunity for the student to enhance their studies through business and non-business electives.

## Marketing major

Marketing is a major component of business management, with marketing teams working to send the right message, at the right time, and in the right place to encourage purchase of a product or service.

Marketers interpret the tone of an organization. They work with business administrators to create a corporate identity that moves in line with the culture and strategic direction of the company. Marketers are on the front line of implementation, ensuring the identity and sales goals are properly represented in external ad campaigns, and internally managed at each customer touchpoint. The curriculum of this major integrates marketing into finance, innovation, business planning and organizational strategy.

## Supply Chain Management Co-op major

The Supply Chain Management Co-op major prepares students to analyze business problems and participate in the strategic coordination and integration of business functions within an organization as well as with supply-chain partners. Students will learn to make general business decisions and supply-chain specific decisions in the areas of procurement, supplier management, inventory control, operations planning and control, logistics, e-business and demand management. This major has a co-operative education component that allows students to gain valuable work experience while completing the degree.

## CAREER POTENTIAL

Graduates of the Bachelor of Commerce program have a wide variety of options: they could choose to work in corporations, governments, not-for-profit organizations or perhaps start their own businesses. Careers in disciplines such as finance, marketing, accounting, banking, business consulting, management information systems, human resources management, team and organizational development, small business management, international business, operations management, purchasing or logistics are available. Another option is to continue their education by completing a graduate degree, such as an MBA or PhD, which could lead to an academic or research career.

## TRANSFERABILITY

### INTERNAL OPPORTUNITIES

Graduates of the following MacEwan University programs may be granted up to 60 credits towards the Bachelor of Commerce program:

- Accounting and Strategic Measurement diploma
- Asia Pacific Management diploma
- Human Resources Management diploma
- Business Management (formerly Management Studies) diploma – Golf Operations Management, Insurance and Risk Management and Professional Golf Management majors

Students are advised to consult a program advisor for the Commerce program for specific admission requirements.

### EXTERNAL TRANSFER

All courses completed for the Bachelor of Commerce degree are credit courses and may be transferable individually toward further study at other Alberta institutions. For current, detailed information on individual course transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

## CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*  
Applicants must have a minimum overall average of 65 per cent, with no course grade lower than 50 per cent, in the following high school courses:

1. ELA 30-1
2. Mathematics 30-1 or Mathematics 30-2
3. One Group A course
4. One Group C course
5. One Group A, B or C course

#### Notes:

- Although it is not an admission requirement, Mathematics 31 is strongly recommended.
- Under Regular Admission, applicants must have completed the appropriate high school courses or present university transferable post-secondary substitutions with a minimum grade of C-.

### MATURE ADMISSION

*To be evaluated through the Office of the University Registrar*  
Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term. Applicants must have a minimum overall average of 65 per cent, with no course grade lower than 50 per cent, in the following high school courses:

1. ELA 30-1
2. Mathematics 30-1 or Mathematics 30-2
3. One Group C course

### PREVIOUS POST-SECONDARY WORK

*To be evaluated through the Office of the University Registrar*  
Admission in this category does not imply or guarantee the transfer of any coursework and/or credential unless a block transfer agreement (internal or external) is in effect and published in the academic calendar by the Office of the University Registrar. In addition, transfer of coursework does not imply or guarantee that an applicant will be admitted.

Applicants must have successfully completed one of the following from a recognized institution:

- A Business or Business-related post-secondary Certificate or Diploma with a minimum Admission Grade Point Average (AGPA) of 3.0 on a 4.0 scale.

#### OR

- A minimum of 24 credits of university transferable coursework with a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale and must have completed the required core courses listed under the Regular or Mature Admission category.

### PROBATIONARY ADMISSION

*To be evaluated through the Office of the University Registrar*  
This admission category will be used only if the Program is not filled by Regular, Mature or Previous Post-Secondary applicants. A limited number of probationary admissions may be granted to applicants who present a minimum post-secondary Admission Grade Point Average (AGPA) of less than 2.0 on a 4.0 scale.

Applicants admitted within this category will be placed on probation.

### ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

#### 1. English Language Proficiency

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at [MacEwan.ca](http://MacEwan.ca).

## OTHER ADMISSION CRITERIA

To be evaluated through the Office of the University Registrar

### Applicable to all admission categories

Applicants who have been assigned two unsatisfactory academic records within the past five years will not be considered for admission or re-admission to the program until a minimum three years from the date of the assignment of the last unsatisfactory academic record. For the purpose of admission or re-admission, an unsatisfactory record is defined as a transcript with the notation 'required to withdraw' or equivalent.

## PROGRAM OF STUDY

		Credits
<b>Core</b>	Business	39
<b>Core</b>	Non-Business	18
<b>Majors</b>	Accounting Human Resources Management International Business Management Marketing Supply Chain Management Co-op	63
<b>Total</b>		<b>120</b>

## CORE BUSINESS COURSES

		CR.
ACCT 311	Introductory Accounting	3
ACCT 322	Managerial Information and Control Systems	3
LEGL 210	Business Law	3
BUSN 201	Introduction to Canadian Business	3
BUSN 450	Strategic Management	3
FNCE 301	Introductory Finance	3
MARK 301	Fundamentals of Marketing	3
MSYS 200	Management Information Systems	3
MGTS 103	Probability and Statistics I	3
MGTS 312	Probability and Statistics II	3
MGTS 352	Operations Management	3
ORGA 201	Introduction to Management	3
ORGA 316	Contemporary Organizational Behaviour and Theory	3

## CORE NON-BUSINESS COURSES

		CR.
ECON 101	Introduction to Microeconomics	3
ECON 102	Introduction to Macroeconomics	3
ENGL 102	Analysis and Argument	3
ENGL 103	Introduction to Literature	3
PROW 210	Advanced Business Writing	3
MATH 113	Elementary Calculus I	3
OR		
MATH 114	Elementary Calculus I	3
OR		
MATH 112	Calculus with Business Applications	3
OR		
MATH 120	Basic Linear Algebra	3

## ACCOUNTING MAJOR

		CR.
ACCT 315	Intermediate Financial Accounting I	3
ACCT 316	Intermediate Financial Accounting II	3
ACCT 324	Intermediate Management Accounting	3
ACCT 442	Auditing	3

Option Requirement – 9 credits from the following:

ACCT 328	Income Tax Fundamentals	3
ACCT 355	Issues in International Accounting	3
ACCT 362	Introduction to Taxation	3
ACCT 410	Financial Accounting – Advanced	3
ACCT 412	Financial Accounting Theory	3
ACCT 422	Management Accounting – Advanced	3
ACCT 430	Accounting Information and Systems Support	3
ACCT 462	Corporate Taxation	3
ACCT 498	Independent Studies in Accounting	3
INTB 300	Introduction to International Business	3

Elective Requirement – 42 credits:

• Business Electives	6
• Non-Business Electives	21
• Open Electives	15

## HUMAN RESOURCES MANAGEMENT MAJOR

		CR.
HRMT 200	Management of Human Resources	3
HRMT 314	Recruitment and Selection	3
HRMT 316	Total Compensation Management	3
HRMT 318	Learning and Development	3
HRMT 412	Labour and Employee Relations	3
HRMT 475	Health, Safety and Wellness	3
LEGL 312	Legal Issues in the Workplace	3

Option Requirement – 3 credits from the following:

HRMT 331	Pension and Benefit Plans	3
HRMT 498	Independent Studies in HRM	3
INTB 311	Diversity and Intercultural Communication	3
ORGA 314	Conflict and Negotiation	3
ORGA 433	Managing Change	3

Elective Requirement – 39 credits:

• Business Electives	3
<i>Recommended to choose 3 credits from the following:</i>	
<i>BUSN 330 Project Management – 3</i>	
<i>ORGA 330 Managerial Skill Development – 3</i>	
<i>ORGA 310 Leadership Topics and Issues – 3</i>	
<i>ORGA 410 Business Consulting – 3</i>	
<i>ORGA 422 Contemporary Issues in Management – 3</i>	
• Non-Business Electives	21
• Open Electives	12



## INTERNATIONAL BUSINESS MAJOR

Business Requirement – 18 credits:		
INTB 300	Introduction to International Business	3
INTB 311	Diversity and Intercultural Communication	3
INTB 312	Conducting Business in Asia	3
OR		
INTB 313	Conducting Business in Regional World Markets	3
INTB 412	Managing in an International Environment	3
FNCE 404	International Finance	3
MARK 403	International Marketing	3
Non-Business Requirements – 6 credits		
Choose one of the following – 3 credits:		
HIST 210	Modern European History	3
HIST 251	American History since 1865	3
HIST 281	Asia since AD 1500	3
Choose one of the following – 3 credits:		
POLS 261	Asia Pacific Political Systems	3
POLS 263	Contemporary Issues in Global Politics	3
Option Requirements – 9 credits:		
International Business Course		3
Language Other Than English		6
Elective Requirements – 30 credits:		
• Business Electives		6
• Non-Business Electives		12
• Open Electives		12

## MANAGEMENT MAJOR

Business Requirement – 21 credits:		
INTB 311	Diversity and Intercultural Communication	3
ORGA 310	Advanced leadership Topics/Issues	3
ORGA 314	Managing Conflict and Negotiation	3
ORGA 330	Managerial Skill Development	3
ORGA 410	Business Consulting	3
ORGA 422	Contemporary Issues in Management	3
ORGA 433	Managing Change	3
Elective Requirements – 42 credits:		
• Business Electives		6
• Non-Business Electives		21
• Open Electives		15

## MARKETING MAJOR

Business Requirement – 21 credits:		
MARK 312	Marketing Research	3
MARK 314	Marketing Metrics	3
MARK 310	Consumer Behaviour	3
MARK 403	International Marketing	3
MARK 440	Strategic Marketing: Research to Practice	3
Option Requirements - 6 credits from the following:		
MARK 414	Electronic Marketing	3
MARK 416	Business to Business Marketing	3
MARK 412	Service Marketing	3
MARK 418	Personal Selling and Sales Management	3
MARK 420	Product Management	3
MARK 498	Independent Studies in Marketing	3
Elective Requirements – 42 credits:		
• Business Electives		6
• Non-Business Electives		21
• Open Electives		15

## SUPPLY CHAIN MANAGEMENT CO-OP MAJOR

Business Requirement – 24 credits:		
SCMT 205	Introduction to e-Business	3
SCMT 305	Transportation Management	3
SCMT 307	Principles of Quality Management	3
SCMT 320	Production Planning and Scheduling	3
SCMT 322	Business Logistics Management	3
SCMT 324	Purchasing and Supply Management	3
SCMT 403	Supply Chain Planning and Coordination	3
SCMT 407	Global Sourcing and Logistics	3
Choose two from the following options – total of 6 credits:		
BUSN 330	Project Management	3
SCMT 404	e-Business Execution	3
SCMT 408	Business Negotiations and Supplier Management	3
SCMT 425	Supply Chain Process Management	3
Elective Requirements – 33 credits:		
• Business Electives		6
• Non-Business Electives		21
• Open Electives		6
Co-op Requirements (4 month work terms):		
COOP 290	Co-operative Education: Pre-employment Seminar	0
COOP 295	Co-operative Education: First Work Experience	0
COOP 395	Co-operative Education: Second Work Experience	0
COOP 495	Co-operative Education: Third Work Experience	0

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see "Minimum Course Grade" (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Bachelor of Commerce has 10 years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## DEGREE REGULATIONS

Students are strongly encouraged to seek advice from the academic advisors about program planning, whether for completing degree requirements at MacEwan University or for transfer to another post-secondary institution.

**Academic Residency – credit Requirements** – Further to the Academic Residency regulation above, the Bachelor of Commerce program requires that the 60 credits must include a minimum of 12 credits in a major with 6 of those completed at the 400 level.

**Core and Major Requirements** – The Bachelor of Commerce program consists of 120 credits. The core program requirements include 57 credits, comprised of 39 business credits and 18 non-business credits. Each major includes 63 credits of specific coursework requirements. Please refer to the Program of Study for specifics.

**Declaration of Major** – Students are required to declare a major by the completion of 60 credits. Students are strongly encouraged to consult with a Faculty Advisor prior to declaration of their major. If students change their major following their declaration, additional coursework may be necessary to fulfil the requirements of the new major.

**Electives and Options** – The majors have specific requirements for elective and option credits. These are listed in each major's program of study. The four categories are:

1. Options – a choice of courses from a list specified in the requirements for each major
2. Business Electives – a choice of any baccalaureate level course from the School of Business which is not a required core or major course in the student's chosen major
3. Non-Business Electives – a choice of any baccalaureate level course outside the School of Business which is not a required core or major course in the student's chosen major
4. Open Electives – a choice of any baccalaureate level course which is not a required core or major course in the student's chosen major

**International Content Requirement** – Students must take at least six credits of international content selected from a list of approved courses. Courses used to fulfil any of the degree requirements may also be used to satisfy the International Content requirement.

**Maximum 100 Level Courses** – A maximum of 39 credits at the 100-level are permitted in completion of the Bachelor of Commerce degree. Additional credits at the 100 level will be declared extra to the degree. The required 100 level language credits for students in the International Business major are exempt from this limit.

**Progression of Studies** – Students are responsible for ensuring they meet the prerequisite and/or co-requisite requirements as noted on all courses that may fulfil Bachelor of Commerce degree requirements.

## SUPPLY CHAIN MANAGEMENT CO-OP MAJOR

All students in the Supply Chain Management major will be co-op students, and will be subject to MacEwan University policy C2065 Co-operative Education and the Bachelor of Commerce Degree Regulations.

**Declaration of the Supply Chain Management major** – All students in the Bachelor of Commerce program are eligible to declare the Supply Chain Management major. International students will be allowed to take the major, but are responsible for obtaining any visas or work permits that are required.

**Withdrawal from the Major** – A student who fails to report to a work placement, or is dismissed from a work placement, may be assigned a failing grade for that work placement. Any student who leaves a work placement without University approval will receive a failing grade for the work placement and may be prohibited by the Chair from continuing in the major. The University reserves the right, at any point during the work placement, to remove a student from situations in which students, clients, or other individuals are placed at risk, or when the student engages in behaviour that is contrary to the professional requirements of the work placement.

**Additional Core Requirements** – All co-op students must complete the following four courses in addition to the 120 credits required to graduate from the Bachelor of Commerce degree:

- COOP 290 Co-operative Education: Pre-Employment Seminar
- COOP 295 Co-operative Education: First Work Experience (480 hours)
- COOP 395 Co-operative Education: Second Work Experience (480 hours)
- COOP 495 Co-operative Education: Third Work Experience (480 hours)

As part of these courses students will create learning objectives, complete a work placement report and be evaluated by their employer.

Prior to the start of a work placement students are required to sign a declaration stating that they have read and understood their responsibilities to both their employer and the University.

**Grade Point Average (GPA) Requirements** – The student must maintain good academic standing (a grade point average of at least 2.0) to enrol in co-op work placements. Failure to maintain a minimum GPA of 2.0 will result in the student being withdrawn from this major and enrolled in one of the other BCom majors. The student will have an opportunity to select the major of choice in consultation with a faculty advisor.

**Prior Learning Assessment for Work Placements –**

Students with previous work experience directly related to their discipline, or who have completed co-op work placements in programs related to their current studies, are eligible to apply for Prior Learning Assessment and Recognition (PLAR per policy C2010 Prior Learning Assessment and Recognition). PLAR may be granted for no more than one work placement. PLAR decisions are not subject to appeal.

**Work Placements and Timing –** Each work placement will consist of a minimum of 480 hours of paid employment in a job that is relevant to the discipline the student is registered in. No more than two work placements will be completed consecutively; the student must have no more than two academic terms remaining when the final work placement is completed; and the student's last term in the program must be an academic term.

Students benefit from their work placement experience by being exposed to the work setting in more than one season of the year. They are strongly encouraged to choose work terms in more than one season, unless it can be demonstrated that their work is of a purely seasonal nature.

**Responsibility for Obtaining a Work Placement –** The University will facilitate the assignment of students in work placements. However, students are ultimately responsible for finding their own work placements, and all work placements must be approved by the University. The University cannot guarantee students' co-op employment, because labour market conditions are variable and beyond University control. A student's failure to find a work placement may result in the student being required to withdraw from the Supply Chain Management major.

**Access to Information/Employment Agreements –** Prior to work placements, all co-op students will be required to sign an agreement allowing the University to release to employers appropriate information about the student, and allowing the University to discuss the student's record and documentation as it relates to their work placement.

Students will be required to comply with any employer policies including, but not limited to, confidentiality and intellectual property rights and may be required to obtain a security clearance prior to their work placement. Students will be required to maintain their compliance with these policies for the duration of the work placement.

**Work Placement Interruption or Dismissal –** In the event of unforeseen circumstances such as illness, strike or layoff the student must have worked a minimum of 360 hours in order to receive credit for the work placement. All work placement reports must also be completed. The University and its employees are not liable in any way for losses incurred due to a student's dismissal from co-op employment.

**FOR FURTHER INFORMATION**

Karyn Hall, BA (Alberta), Faculty Advisor  
Christine Marshall, BA (Queens), Faculty Advisor  
Patrick Morris, MA (Saskatchewan), Faculty Advisor  
Erin Rennick, BEd (Alberta), Faculty Advisor  
Kimberly Sicoli, B.Com. (Alberta), Faculty Advisor/  
Student Recruiter  
Enrico de Borja, B.Com. (Alberta), BA (Concordia  
University College), Co-op Advisor  
Phone: 780-497-5162  
Email: bcom@macewan.ca

**FACULTY****Acting Chair**

**Muhammad Hossain, PhD (North Texas)**  
*Management Sciences*

**Co-chairs**

**Gordon Lucyk, MBA; MA (Pennsylvania)**  
*Strategic Measurement; International Studies*

**Fernando Angulo, PhD (UAB)**  
*Marketing*

**Lyle Benson, PhD (Alberta)**  
*Leadership Development. CHRP.*

**Victor Bilodeau, MBA (Alberta)**  
*Technology Commercialization*

**Evandro Bocatto, PhD (ESADE)**  
*Management Sciences*

**Nadir Budhwani, PhD (Minnesota)**  
*Human Resource Development*

**Patti Callaghan, MBA (Surry); MA (Concordia)**  
*Linguistics*

**Sherif Elbarrad, PhD (Ain-Shams and Cologne)**  
*Accounting*

**Richard Enstrom, PhD (Alberta)**  
*Marketing*

**Makarand Gulawani, PhD (Pune)**  
*Marketing*

**Cenap Ilter, PhD (Istanbul)**  
*International Management. CPA. CMA.*

**Brad King, MBA (Alberta)**  
*CGA.*

**Mico Kurilic, M.Eng. (Alberta)**  
*Supply Chain Management*

**Michelle Malin, M.PAcc. (Saskatchewan)**  
*CA.*

**Ryan Orchard, M.A.Sc. (Waterloo)**  
*Operations Research Logistics; Supply Chain Applications*

**Noufou Ouedraogo, PhD (Robert Schuman)**  
*Management Sciences*

**Eloisa Perez de Toledo, PhD (UAB)**  
*Entrepreneurship; Small Businesses*

**Albena Pergelova, PhD (UAB)**  
*Marketing*

**Frank Saccucci, MBA (Windsor)**  
*Marketing and Strategic Measurement*

**Joong Son, PhD (Washington)**  
*Operations Management*

**Lynn Sugden, MBA (City)**  
*Information Systems. CMA. FCMA.*

**Kenneth Sutley, PhD (Chicago)**  
*Accounting; Economics. CA.*

**William Wei, PhD (Limerick)**  
*Economics*

**Leo Wong, PhD (Alberta)**  
*Marketing*

# BACHELOR OF COMMUNICATION STUDIES

*Centre for the Arts and Communications  
School of Communications*

MacEwan.ca/CommunicationDegree

In our fast-paced world of evolving and conventional media, communication is key to interpersonal, organizational and career success. The Bachelor of Communication Studies provides students with the core skills of effective communication, combined with career specialization in two majors: professional communication and journalism. The courses in the majors offer depth and rigour, supported by a liberal arts framework and electives that provide breadth, specialization and choice. The field is interdisciplinary and forward-looking, and so is this program of studies.

Years one and two include common coursework for both professional communication and journalism that builds a foundation in rhetoric, language and composition, visual communication, communication theory and research methods. Years three and four provide specialization in editing, strategic communication or technical communication (in the professional communication major) or in news gathering and digital media production (in the journalism major).

Year three's ethical practice and portfolio course culminates in a professional field placement. Students conclude year four with skills, experience and practical proof of their communication competence.

The Bachelor of Communication Studies prepares students for strategic roles in business, traditional and new media, not-for-profit and public sector organizations: wherever clear, correct and effective messages are valued. Confident in research methodology and contemporary communication theory, students are also ready for graduate studies in communications or a related field.

## CAREER POTENTIAL

Graduates of MacEwan University's Bachelor of Communication Studies degree will have competency in critical problem solving, global awareness and cultural sensitivity, creativity, information and research literacy, and ethical and professional practice. These competencies will bring career success in a variety of positions - writer, editor, researcher, journalist, reporter, marketer, client or community relations practitioner, communications advisor, communications coordinator, public information officer, producer, social media contact, reviewer, analyst, commentator - and in many roles that have yet to be created. In 2011, Statistics Canada reported a healthy demand for employment in the information and communication fields, and in 2010, the Government of Alberta reported that hiring is robust for journalists and good for writers and editors.

## TECHNOLOGY INTEGRATION FOR CREATIVE LEARNING (TICL)

On entering the second year of the Bachelor of Communication Studies (BCS) program, students in the Journalism major will need to purchase a Mac laptop and necessary software identified by the program. Specifications will be available in late spring 2013. Students will be required to attend a technology orientation session in the week prior to the start of Fall classes.

## TRANSFERABILITY

### INTERNAL OPPORTUNITIES

Graduates of the following MacEwan University programs may be granted credit towards the Bachelor of Communication Studies program:

- Journalism diploma
- Professional Writing diploma and applied degree
- Public Relations diploma

Students are advised to consult a program advisor for the Bachelor of Communication Studies program for specific admission requirements.

### EXTERNAL TRANSFER

All courses completed for the Bachelor of Communication Studies degree program are credit courses and may be transferable individually toward further study at other Alberta institutions. For current, detailed information on individual course transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

## CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*  
Applicants must have a minimum overall average of 65 per cent, with no course grade lower than 50 per cent, in the following high school courses:

1. ELA 30-1
2. One Group A, B or C course
3. One Group A or B course
4. One Group C course
5. One Group A or C course (or Group B course if it was not used in #3 above)

Applicants with nine or more post-secondary credits must also present a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale.

### MATURE ADMISSION

*To be evaluated through the Office of the University Registrar*  
Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term. Applicant must have the following:

- ELA 30-1 with a minimum grade of 65 per cent (or equivalent)

OR

- Six credits of university-level English with a minimum grade of C-

Applicants with nine or more post-secondary credits must also present a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale.

## PREVIOUS POST-SECONDARY WORK

To be evaluated through the Office of the University Registrar  
Admission in this category does not imply or guarantee the transfer of any coursework and/or credential unless a block transfer agreement (internal or external) is in effect and published in the academic calendar by the Office of the University Registrar. In addition, transfer of coursework does not imply or guarantee that an applicant will be admitted.

Applicants must have successfully completed the following from a recognized institution:

- A minimum of 24 credits of university transferable coursework with a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale and must have completed the required core courses listed under the Regular Admission category.

## ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

### 1. English Language Proficiency

To be evaluated through the Office of the University Registrar

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca.

## OTHER ADMISSION CRITERIA

To be evaluated through the Program

#### Applicable to all admission categories

Applicants must complete a writing assessment.

- Writing Assessment – Applicants must achieve a minimum grade of 65 per cent on this written assessment.

#### Note:

- Graduates of MacEwan University Bachelor of Applied Communications in Professional Writing, Diploma in Professional Writing and Journalism programs will not be required to write the program's writing assessment.

## PROGRAM OF STUDY

Core Communication Studies Courses		CR.
BCSC 100	Grammar and Composition Foundations	3
BCSC 101	Communication and Human Interaction	3
ENGL 102	Analysis and Argument	3
ENGL 103	Introduction to Literature	3
BCSC 102	Introduction to Visual Communication	3
BCSC 200	Communication Theory	3
BCSC 202	Online Communication and Information Architecture	3
BSCS 203	Introduction to Research Methods	3
BCSC 301	Communication Law	3
BCSC 302	Multimedia Authoring	3
BCSC 306	Ethical Practice and Portfolio	3
BCSC 398	Professional Field Placement	3
BCSC 411	Advanced Research Methods	3
General Core Requirements (9 credits must be senior level)		
	Humanities	6
	Social Sciences	9
	Sciences	6
	Fine Art/Performing Arts	6

## Journalism Major

Major Coursework		CR.
BCSC 210	Introduction to News Reporting	3
BCSC 211	News Production Process	3
BCSC 311	Online Journalism	3
BCSC 312	Multimedia News Production	3
BCSC 313	Advanced News Reporting	3
BCSC 320	Canadian Press and Society	3
BCSC 415	Global Media Systems	3
Journalism Option Courses (12 credits must be senior level)		21
Electives (6 credits must be senior level)		12

## Professional Communication Major

Major Coursework		CR.
BCSC 215	Applied Communications	3
BCSC 216	Professional Communication	3
BCSC 253	Classical and Modern Rhetoric	3
BCSC 310	Strategic Communication Planning	3
BCSC 400	Intercultural Communication	3
BCSC 417	Professional Practice	3
Professional Writing Option Courses (15 credits must be senior level)		24
Electives (6 credits must be senior level)		12

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see "Minimum Course Grade" (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Bachelor of Communication Studies has 10 years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry-approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## DEGREE REGULATIONS

Students are strongly encouraged to seek advice from a faculty or university advisor about fulfilling these degree requirements.

**Declaration of a Major** – Students are required to declare a major at the time of application into the Bachelor of Communication Studies (BCS) degree program.

**General Education Requirement** – Students complete 27 credits of general education classes as outlined in the programs of study and general education requirements must be baccalaureate level coursework. A minimum of nine credits must be senior level courses.

**Core Field Placement Requirements** – All program students must successfully complete BCSC 398, which is a three-credit, 160-hour, four-week, full-time or part-time field placement, after successfully completing at least 90 out of 120 credits required for the degree. The program will assist students in finding field placement opportunities; however, students are ultimately responsible for securing their own work placements, and all placements must be approved by the program.

**Junior- and Senior-level Courses** – Courses numbered from 100 to 199 are considered junior level and courses numbered from 200 to 499 are considered senior level.

**Senior Level Coursework Requirements** – A minimum of 72 credits of the total 120 program credits must be at the senior level. Additional courses at the 100-level will be declared extra to the 120 credits required to complete the degree and will not be counted toward fulfilment of graduation requirements.

**Options Requirements** – Students are required to complete either 24 credits (Professional Communication major) or 21 credits (Journalism major) of options courses. Students must select from a list of BCSC option courses designed for each major. Not all option courses are offered each term or year. These courses must be at the baccalaureate level.

**Electives Requirements** – Students are required to complete 12 credits of electives of which three credits must be at the senior-level. Elective requirements must be baccalaureate level coursework. Selections can be from the approved list of electives for the Bachelor of Communication Studies. Students are strongly encouraged to consult with their university advisor before confirming electives.

**Changing Majors** – Students declaring a change of major are governed by the program of study and the graduation requirements of the specific major (Professional Communication or Journalism). Students who declare a change of major up to and including the last day to withdraw from Winter term courses without academic penalty are bound by the requirements of the current academic year. Students who declare a change of major after this date are bound by the program of study and graduation requirements of the upcoming academic year as published in the MacEwan University calendar.

**Progression of Studies** – Students are responsible for ensuring they fulfil the prerequisite and/or co-requisite requirements of courses taken to complete the Bachelor of Communication Studies.

## FOR FURTHER INFORMATION

Bachelor of Communication Studies  
Joyce Nethercote, University Advisor  
Phone: 780-497-5614  
Email: communicationdegree@macewan.ca

## FACULTY

**Brian Gorman, (Carleton), PhD**  
*Journalism*

**Iain Macpherson, PhD (Calgary)**  
*Communication Studies*

**Lucille Mazo, MDE (Athabasca)**  
*Distance Education*

**Peter Roccia, PhD (Alberta)**  
*English*

**Leslie Vermeer, PhD (Alberta)**  
*Educational Policy Studies*

**Karen Zypchyn, MA (Western); MA (McMaster)**  
*Journalism; History*

# BACHELOR OF MUSIC IN JAZZ AND CONTEMPORARY POPULAR MUSIC

*Centre for the Arts and Communications*

MacEwan.ca/MusicDegree

The Bachelor of Music (B.Mus.) in Jazz and Contemporary Popular Music responds to the current demands of the music industry and combines a high degree of professionalism along with the academic rigour required for further education at the graduate level.

Diploma and degree students share a common curriculum in the first year. This curriculum focuses on the fundamentals of performing jazz and popular music, music theory (jazz and traditional), aural skills, and surveys in the history of jazz and popular music.

After successful completion of the first year, B.Mus. candidates will pursue one of the following majors: performance (voice, piano/keyboard, bass, percussion, guitar or winds), composition and general. The general route includes applied instrument studies, ensemble courses and ensemble participation. Students following the general route also have the opportunity to pursue one of two unique minors: music technology and production, or music career management.

## CAREER POTENTIAL

The B.Mus. is an academic degree that prepares students for the music profession and for further studies at the graduate level by studying with highly skilled working professionals.

MacEwan University's Music program has been training some of Canada's most talented musicians for nearly 40 years. Graduates have pursued careers as songwriters, performers, accompanists, arrangers, composers, record producers and distributors, sound technicians and educators.

## TECHNOLOGY INTEGRATION FOR CREATIVE LEARNING (TICL)

The Music program is committed to providing high-level training and cutting-edge technology to help students succeed professionally. Students entering their second year of studies are required to own a Macintosh MacBook Pro laptop computer and specialized software. The university has worked closely with various software manufacturers to provide students with the tools they need through discounted pricing.

The Apple MacBook Pro, plus its recommended software, is the platform of choice because it is taught in much of the curriculum and it is heavily used in the professional world. There will be a list of required hardware and software that can be purchased through the MacEwan University Bookstore at preferred pricing. Detailed technical information is sent out to all registered second-year students and, by request, to interested first-year students.

Please contact Marcel Hamel, Technology Coordinator, at hamelm@macewan.ca for further information.

## TRANSFERABILITY

All courses completed for the Bachelor of Music in Jazz and Contemporary Popular Music degree program are credit courses and may be transferable individually toward further study at other Alberta institutions. For current, detailed information on individual course and certificate transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

## CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*  
Applicants must have a minimum overall average of 65 per cent, with no course grade lower than 50 per cent, in the following high school courses:

1. ELA 30-1
  2. Four Group A, B, or C courses
- OR
3. Three Group A, B, or C courses; one Group D course

### Notes:

- A maximum of two Group B's can be used but not from the same discipline
- Specific university-level courses, completed with a minimum grade of C-, may be used to substitute for course deficiencies only under the following circumstances:
- 6 credits of university-level English in lieu of English 30-1
- 6 credits of university-level Language other than English in lieu of a group A course (all 6 credits must be the same language).

Applicants with nine or more post-secondary credits must also present a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale.

### MATURE ADMISSION

*To be evaluated through the Office of the University Registrar*  
Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term. Applicant must have the following:

- ELA 30-1 with a minimum grade of 65 per cent (or equivalent)
- OR
- Six credits of university-level English with a minimum grade of C-

Applicants with nine or more post-secondary credits must also present a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale.

### PREVIOUS POST-SECONDARY WORK

*To be evaluated through the Office of the University Registrar*

Admission in this category does not imply or guarantee the transfer of any coursework and/or credential unless a block transfer agreement (internal or external) is in effect and published in the academic calendar by the Office of the University Registrar. In addition, transfer of coursework does not imply or guarantee that an applicant will be admitted.

Applicants must have successfully completed one of the following from a recognized institution:

- A minimum of 24 credits of university transferable coursework with a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale and must have completed the required core courses listed under the Regular Admission category.

OR

- A two year diploma in Music with a program Grade Point Average (GPA) of 3.0 on a 4.0 scale. Depending on the specific diploma, applicants may be required to complete a bridging program determined by the Music Program.

**PROBATIONARY ADMISSION**

*To be evaluated through the Program*

This admission category will only be used if the program is not filled by Regular, Mature or Previous Post-Secondary applicants.

A limited number of probationary admissions may be granted to applicants with a minimum cumulative post-secondary Admission Grade Point Average (AGPA) of less than 2.0 on a 4.0 scale. These applicants will be placed on probation.

**ADDITIONAL ADMISSION CRITERIA**

All applicants must meet the following:

**1. English Language Proficiency**

*To be evaluated through the Office of the University Registrar*

**Applicable to all admission categories**

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca .

**OTHER ADMISSION CRITERIA**

*To be evaluated through the Program Office*

**Applicable to all admission categories**

Applicants must pass an audition. The specific audition requirements for all applicants may be viewed on the Music Program Website.

Limited space is available, and not all applicants who are eligible may be admitted. When admission becomes competitive, performance in the audition is the primary criterion for admission. Applicants must also be aware that admission for any category is limited based on the availability of spaces for the principal instrument.

**PROGRAM OF STUDY**

		<b>Credits</b>
Core	Music	26
Core	Non-Music	6
Majors	<ul style="list-style-type: none"> <li>• Composition</li> <li>• Performance</li> <li>• General</li> <li>• General, minor Music Career Management</li> <li>• General, minor Music Technology and Production</li> </ul>	96
<b>Total</b>		<b>128</b>

**Year I**

			<b>*MIN. CR.</b>	<b>GR.</b>
<b>Term I</b>				
ENGL 102	Analysis and Argument	3		
MUSC 101	Theory I	2		
MUSC 111	Ear Training I	3		
MUSC 121	History of Jazz	2		
MUSC 131	Principal Instrument I	3		
MUSC 141	Ensemble I	3		
MUSC 188	Performance Ensemble	0		CR
<b>Term II</b>				
ENGL 103	Introduction to Literature	3		
MUSC 102	Theory II	2		
MUSC 112	Ear Training II	3		
MUSC 122	History of Popular Music	2		
MUSC 132	Principal Instrument II	3		
MUSC 142	Ensemble II	3		
MUSC 189	Performance Ensemble	0		CR
MUSC 198	Improvisation	0		CR

**COMPOSITION MAJOR**

**Year II**

			<b>*MIN. CR.</b>	<b>GR.</b>
<b>Term I</b>				
MUSC 201	Theory III: Jazz Harmony and Analysis	3		
MUSC 213	Ear Training III	3		
MUSC 209	Intro to Composition I	1.5		
MUSC 243	Ensemble III	3		
MUSC 215	Functional Keyboard I	1.5		
OR				
MUSC 217	Accompanying I	1.5		
MUSC 221	Applied Instrument I	1.5		
MUSC 263	Intro to Music Technology	3		
MUSC 294	Performance Ensemble	0		CR
MUSC 199	Improvisation Skills	0		CR



<b>Term II</b>			
MUSC 202	Theory IV: Chromatic Harmony	3	
MUSC 214	Ear Training IV	3	
MUSC 210	Intro to Composition II	1.5	
MUSC 247	Intro to Contemporary Issues in Performance and Practical Technique	3	
MUSC 216	Functional Keyboard II	1.5	
OR			
MUSC 218	Accompanying II	1.5	
MUSC 222	Applied Instrument II	1.5	
MUSC 295	Performance Ensemble Elective	0	CR
		3	

**Year III**

**Term I**

MUSC 361	Intro to Music Career Management	3	
MUSC 313	Arranging I: Intro to Arranging	3	
MUSC 311	Composition I	3	
MUSC 358	Improvisation I	1.5	
MUSC 323	Applied Instrument III	1.5	
MUSC 396	Performance Ensemble Senior Elective	1.5	
		3	

**Term II**

MUSC 325	History of Western Music	3	
MUSC 314	Arranging II: Arranging for Large Ensembles	3	
MUSC 312	Composition II	3	
MUSC 359	Improvisation II	1.5	
MUSC 324	Applied Instrument IV	1.5	
MUSC 397	Performance Ensemble Senior Elective	1.5	
		3	

**Year IV**

**Term I**

MUSC 424	World Music	3	
MUSC 415	Orchestration	3	
MUSC 425	The Popular Song	3	
MUSC 413	Composition III	3	
	Music Technology Option	3	
OR			
	Music Career Management Option	3	

**Term II**

MUSC 426	History of Electro-Acoustic Music	3	
MUSC 416	Scoring for Film and Other Visual Media	3	
MUSC 414	Composition IV	3	
MUSC 474	Graduation Recital	0	CR
	Music Technology Option	3	
OR			
	Music Career Management Option	3	
	Senior Elective	3	
	Music Technology Option:		
MUSC 364	Applications in Music Technology I		
MUSC 366	Introduction to the Recording Studio		
MUSC 465	Applications in Music Technology II		
MUSC 467	Recording Studio Production		
MUSC 468	Acoustics and the Science of Musical Instruments		

Music Career Management Options:	
MUSC 362	The Business of Music
MUSC 363	The Musician's Workplace
MUSC 374	Alternatives for Careers in Music
MUSC 475	Marketing for the Professional Musician
MUSC 476	Health Issues and the Professional Musician

**GENERAL MAJOR**

**Year II**

**Term I**

			<b>*MIN. GR.</b>
		<b>CR.</b>	
MUSC 201	Theory III: Jazz Harmony and Analysis	3	
MUSC 213	Ear Training III	3	
MUSC 243	Ensemble III	3	
MUSC 215	Functional Keyboard I	1.5	
OR			
MUSC 217	Accompanying I	1.5	
MUSC 221	Applied Instrument I	1.5	
MUSC 263	Intro to Music Technology	3	
MUSC 294	Performance Ensemble	0	CR
MUSC 199	Improvisation Skills	0	CR

**Term II**

MUSC 202	Theory IV: Chromatic Harmony	3	
MUSC 214	Ear Training IV	3	
MUSC 247	Intro to Contemporary Issues in Performance and Practical Techniques	3	
MUSC 216	Functional Keyboard II	1.5	
OR			
MUSC 218	Accompanying II	1.5	
MUSC 222	Applied Instrument II	1.5	
MUSC 295	Performance Ensemble Elective	0	CR
		3	

**Year III**

**Term I**

MUSC 361	Intro to Music Career Management	3	
MUSC 313	Arranging I: Intro to Arranging	3	
MUSC 358	Improvisation I	1.5	
MUSC 323	Applied Instrument III	1.5	
MUSC 396	Performance Ensemble Senior Elective	1.5	
	Senior Elective	3	
	Music Option	3	

**Term II**

MUSC 325	History of Western Music	3	
MUSC 359	Improvisation II	1.5	
MUSC 324	Applied Instrument IV	1.5	
MUSC 397	Performance Ensemble Senior Elective	1.5	
	Senior Elective	3	
	Music Option	6	

## Year IV

### Term I

MUSC 424	World Music	3	
MUSC 425	The Popular Song	3	
	Senior Elective	3	
	Music Option	9	

OR

two terms of Performance Ensemble may replace one 3 cr MUSC option

MUSC 498	Performance Ensemble	1.5	
----------	----------------------	-----	--

### Term II

MUSC 426	History of Electro-Acoustic Music	3	
	Music Option	6	

OR

two terms of Performance Ensemble may replace one 3 cr MUSC option

MUSC 499	Performance Ensemble	1.5	
	Senior Elective	6	

Music Option Courses:

MUSC 207	Songwriting I		
MUSC 208	Songwriting II		
MUSC 253	Live Sound Reinforcement I		
MUSC 254	Live Sound Reinforcement II		
MUSC 362	The Business of Music		
MUSC 364	Applications in Music Technology I		
MUSC 366	Introduction to the Recording Studio		
MUSC 374	Alternatives for Careers in Music		
MUSC 465	Applications in Music Technology II		
MUSC 467	Recording Studio Production		
MUSC 468	Acoustics and the Science of Musical Instruments		
MUSC 475	Marketing for the Professional Musician		
MUSC 476	Health Issues and the Professional Musician		

## GENERAL MAJOR – MUSIC CAREER MANAGEMENT MINOR

### Year II

#### Term I

		CR.	GR.
MUSC 199	Improvisation Skills	0	CR
MUSC 201	Theory III: Jazz Harmony and Analysis	3	
MUSC 213	Ear Training III	3	
MUSC 243	Ensemble III	3	
MUSC 215	Functional Keyboard I	1.5	
OR			
MUSC 217	Accompanying I	1.5	
MUSC 221	Applied Instrument I	1.5	
MUSC 263	Intro to Music Technology	3	
MUSC 294	Performance Ensemble	0	CR

\*MIN.

CR. GR.

### Term II

MUSC 202	Theory IV: Chromatic Harmony	3	
MUSC 214	Ear Training IV	3	
MUSC 247	Intro to Contemporary Issues in Performance and Practice Techniques	3	
MUSC 216	Functional Keyboard II	1.5	
OR			
MUSC 218	Accompanying II	1.5	
MUSC 222	Applied Instrument II	1.5	
MUSC 295	Performance Ensemble Elective	0	CR
		3	

### Year III

#### Term I

MUSC 361	Intro to Music Career Management	3	
MUSC 313	Arranging I: Intro to Arranging	3	
MUSC 358	Improvisation I	1.5	
MUSC 323	Applied Instrument III	1.5	
MUSC 396	Performance Ensemble	1.5	
MUSC 362	The Business of Music	3	
	Senior Elective	3	

#### Term II

MUSC 325	History of Western Music	3	
MUSC 359	Improvisation II	1.5	
MUSC 324	Applied Instrument IV	1.5	
MUSC 397	Performance Ensemble	1.5	
MUSC 363	The Musician's Workplace	3	
MUSC 374	Alternatives for Careers in Music	3	
	Senior Elective	3	

### Year IV

#### Term I

MUSC 424	World Music	3	
MUSC 425	The Popular Song	3	
MUSC 475	Marketing for the Professional Musician	3	
	Senior Elective	3	
	Music Option	6	

OR

two terms of Performance Ensemble may replace one 3 cr MUSC option

MUSC 498	Performance Ensemble	1.5	
----------	----------------------	-----	--

#### Term II

MUSC 426	History of Electro-Acoustic Music	3	
MUSC 476	Health Issues and the Professional Musician	3	
	Music Option	3	

OR

two terms of Performance Ensemble may replace one 3 cr MUSC option

MUSC 499	Performance Ensemble	1.5	
	Senior Elective	6	

Music Option Courses:

MUSC 207	Songwriting I		
MUSC 208	Songwriting II		
MUSC 253	Live Sound Reinforcement I		
MUSC 254	Live Sound Reinforcement II		
MUSC 364	Applications in Music Technology I		
MUSC 366	Introduction to the Recording Studio		
MUSC 465	Applications in Music Technology II		
MUSC 467	Recording Studio Production		
MUSC 468	Acoustics and the Science of Musical Instruments		

## GENERAL MAJOR- MUSIC TECHNOLOGY AND PRODUCTION MINOR

### Year II

<b>Term I</b>		<b>CR.</b>	<b>*MIN. GR.</b>
MUSC 199	Improvisation Skills	0	CR
MUSC 201	Theory III: Jazz Harmony and Analysis	3	
MUSC 213	Ear Training III	3	
MUSC 243	Ensemble III	3	
MUSC 215	Functional Keyboard I	1.5	
OR			
MUSC 217	Accompanying I	1.5	
MUSC 221	Applied Instrument I	1.5	
MUSC 263	Intro to Music Technology	3	
MUSC 294	Performance Ensemble	0	CR

### Term II

MUSC 202	Theory IV: Chromatic Harmony	3	
MUSC 214	Ear Training IV	3	
MUSC 247	Intro to Contemporary Issues in Performance and Practical Techniques	3	
MUSC 216	Functional Keyboard II	1.5	
OR			
MUSC 218	Accompanying II	1.5	
MUSC 222	Applied Instrument II	1.5	
MUSC 295	Performance Ensemble Elective	0	CR
		3	

### Year III

#### Term I

MUSC 361	Intro to Music Career Management	3	
MUSC 313	Arranging I: Intro to Arranging	3	
MUSC 358	Improvisation I	1.5	
MUSC 323	Applied Instrument III	1.5	
MUSC 396	Performance Ensemble	1.5	
MUSC 364	Applications in Music Technology	3	
	Senior Elective	3	

#### Term II

MUSC 325	History of Western Music	3	
MUSC 359	Improvisation II	1.5	
MUSC 324	Applied Instrument IV	1.5	
MUSC 397	Performance Ensemble	1.5	
MUSC 366	Introduction to the Recording Studio	3	
MUSC 465	Applications in Music Technology II	3	
	Senior Elective	3	

### Year IV

#### Term I

MUSC 424	World Music	3	
MUSC 425	The Popular Song	3	
MUSC 467	Recording Studio Production	3	
	Elective	3	
	Music Option	6	
OR			
	two terms of Performance Ensemble may replace one 3 cr MUSC option		
MUSC 498	Performance Ensemble	1.5	

### Term II

MUSC 426	History of Electro-Acoustic Music	3	
MUSC 468	Acoustics and the Science of Musical Instruments	3	
	Music Option	3	

### OR

	two terms of Performance Ensemble may replace one 3 cr MUSC option		
MUSC 499	Performance Ensemble	1.5	
	Senior Elective	6	

### Music Option Courses:

MUSC 207	Songwriting I		
MUSC 208	Songwriting II		
MUSC 253	Live Sound Reinforcement I		
MUSC 254	Live Sound Reinforcement II		
MUSC 362	The Business of Music		
MUSC 363	The Musician's Workplace		
MUSC 374	Alternatives for Careers in Music		
MUSC 475	Marketing for the Professional Musician		
MUSC 476	Health Issues and the Professional Musician		

## PERFORMANCE MAJOR

### Year II

<b>Term I</b>		<b>CR.</b>	<b>*MIN. GR.</b>
MUSC 199	Improvisation Skills	0	CR
MUSC 201	Theory III: Jazz Harmony and Analysis	3	
MUSC 213	Ear Training III	3	
MUSC 233	Principal Instrument III	3	
MUSC 243	Ensemble III	3	
MUSC 215	Functional Keyboard I	1.5	
OR			
MUSC 217	Accompanying I	1.5	
MUSC 263	Intro to Music Technology	3	
MUSC 294	Performance Ensemble	0	CR

### Term II

MUSC 202	Theory IV: Chromatic Harmony	3	
MUSC 214	Ear Training IV	3	
MUSC 235	Principal Instrument IV	3	
MUSC 247	Intro to Contemporary Issues in Performance and Practice Techniques	3	
MUSC 216	Functional Keyboard II	1.5	
OR			
MUSC 218	Accompanying II	1.5	
MUSC 295	Performance Ensemble	0	CR
	Elective	3	

### Year III

<b>Term I</b>		<b>CR.</b>	<b>*MIN. GR.</b>
MUSC 361	Intro to Music Career Management	3	
MUSC 313	Arranging I: Intro to Arranging	3	
MUSC 335	Principal Instrument V	3	
MUSC 348	Contemporary Issues in Performance and Practice Techniques I	1.5	
MUSC 358	Improvisation I	1.5	
MUSC 396	Performance Ensemble	1.5	
	Senior Elective	3	

<b>Term II</b>			
MUSC 325	History of Western Music	3	
MUSC 336	Principal Instrument VI	3	
MUSC 349	Contemporary Issues in Performance and Practice Techniques II	1.5	
MUSC 359	Improvisation II	1.5	
MUSC 371	Junior Recital	0	CR
MUSC 397	Performance Ensemble	1.5	
	Music Technology Option	3	
OR			
	Music Career Management Option		
	Senior Elective	3	

**Year IV**

<b>Term I</b>			
MUSC 424	World Music	3	
MUSC 425	The Popular Song	3	
MUSC 437	Principal Instrument VII	3	
MUSC 460	Improvisation III	1.5	
MUSC 450	Contemporary Issues in Performance and Practice Techniques III	1.5	
MUSC 498	Performance Ensemble	1.5	
MUSC 472	Area Examination	0	CR
	Senior Elective	3	

<b>Term II</b>			
MUSC 426	History of Electro-Acoustic Music	3	
MUSC 438	Principal Instrument VIII	3	
MUSC 451	Contemporary Issues in Performance and Practice Techniques IV	1.5	
MUSC 461	Improvisation IV	1.5	
MUSC 473	Graduation Recital	0	CR
MUSC 499	Performance Ensemble	1.5	
	Music Technology Option	3	
OR			
	Music Career Management Option	3	

Music Technology Option:

MUSC 364	Applications in Music Technology I		
MUSC 366	Introduction to the Recording Studio		
MUSC 465	Applications in Music Technology II		
MUSC 467	Recording Studio Production		
MUSC 468	Acoustics and the Science of Musical Instruments		

Music Career Management Options:

MUSC 362	The Business of Music		
MUSC 363	The Musician's Workplace		
MUSC 374	Alternatives for Careers in Music		
MUSC 475	Marketing for the Professional Musician		
MUSC 476	Health Issues and the Professional Musician		

**\*MINIMUM GRADE TO GRADUATE**

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

**DECLARATION OF A MAJOR AND MINOR (CONCENTRATION)**

Students are required to declare a major and minor concentration, where applicable, by the time they have successfully completed all Year 1 core requirements (32 credits) per the program of study. Students are required to consult with the appropriate section head in determining their major or minor choice.

Students who declare a General major and choose to declare a minor in either Music Technology and Production or Music Career Management must successfully complete 18 credits in their minor area.

**GRADUATION RECITALS – PERFORMANCE AND COMPOSITION MAJORS**

Students in the Performance and Composition majors must undertake juried public graduation recitals in the fourth year of their program.

The Performance major recital involves a program of works performed on the major (principal) instrument in ensemble and solo settings that demonstrates the student's technical ability, musicality, creativity, professionalism, comprehension of jazz and contemporary popular genres and styles, and comprehension of other contemporary and near-contemporary genres and styles.

- Students in the Performance major must also successfully complete an area examination in preparation for their graduation recital.

The Composition major recital involves a program of original works and arrangements for a variety of instruments (ensemble and solo, instrumental and vocal) that demonstrates the student's technical ability, musicality, creativity, professionalism, comprehension of jazz and contemporary popular genres and styles, and comprehension of other contemporary and near-contemporary genres and styles.

The works being performed in the Composition and Performance graduation recitals must receive prior approval from the appropriate section head.

Graduation recitals for the Performance and Composition majors are graded as pass/fail.

**PERFORMANCE ENSEMBLES**

All students must participate in required Performance Ensembles as noted in the Programs of Study. The Performance Ensemble requirement for Year 1 Core and Year 2 all majors (Fall and Winter terms) are 0 credit. The Performance Ensemble requirement for Year 3 all majors and Year 4 Performance major only (Fall and Winter terms) are 1.5 credits.

For all majors, students may choose to participate in a maximum of two performance ensembles per term, but will only earn credit for the one required Performance Ensemble per term. The second Performance Ensemble will be 0 credit in any term of years 1, 2, 3 or 4.

**JUNIOR- AND SENIOR-LEVEL COURSES**

Courses numbered from 100 to 199 are considered junior level and courses numbered from 200 to 499 are considered senior level.

## ELECTIVE REQUIREMENTS

Elective requirements in each of years 2, 3 and 4 of the program must be non-Music, baccalaureate level coursework, with a minimum of 9 credits earned at the senior level for Performance and Composition majors and a minimum of 12 credits earned at the senior level for students in the General major. Students are encouraged to consult with the program for guidance on selecting elective courses.

## MUSIC OPTION REQUIREMENTS

All B.Mus. students must successfully complete one additional Music Technology and Production course beyond the introductory course *and* one additional Music Career Management course beyond the introductory course as part of their core requirements.

Students must select from a list of MUSC courses to fulfil Music Option requirements in their declared major or minor. Specified Music Option courses may also be required courses in one or more of the program's majors or minors, therefore, enrolment priority will be given to students who must take these courses as part of their specific program of study. Students must consult with the program for guidance and availability of Music Option courses prior to enrolment.

For the general major (3 routes) in Year 4, students must successfully complete 15 credits of Music Options or must successfully complete 12 credits of Music Options and two terms of Performance Ensemble (3 credits: 1.5 credits in each of Fall and Winter terms) to fulfil Music Option requirements. Students must confirm their choice with the program prior to enrolment.

## PROGRESSION OF STUDIES

Students are responsible for ensuring they meet the prerequisite and/or co-requisite requirements as noted on all courses that may fulfil Bachelor of Music program requirements.

Students are required to successfully complete all Music courses in Year 1, Term 1 of the program of study in order to be able to progress to Term 2.

Students are required to successfully complete all courses in Year 1 in order to be able to progress to Year 2.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see "Minimum Course Grade" (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Bachelor of Music in Jazz and Contemporary Popular Music has 10 years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## FOR FURTHER INFORMATION

Bachelor of Music in Jazz and Contemporary Popular Music  
Katie Olsson, University Advisor  
Phone: 780-497-4056  
Email: musicdegree@macewan.ca

## FACULTY

## Chair

Allan Gilliland, M.Mus. (Alberta)  
*Composition*

Chris Andrew, Dip. (MacEwan University)  
*Music Performance*

George Andrix, M.Mus. (Illinois)  
*Performance*

Aaron Bailey

Raymond Baril, M.Mus. (Northwestern)  
*Conducting*

Craig Brennan, EdD (Alberta)  
*Music Education*

Bruce Cable, M.Mus. (Miami)  
*Choral Conduction*

Graham Caddel

Roxanne Classen, M.Mus. (McGill)  
*Performance*

Erin Craig, B.Mus. (Berklee)  
*Performance*

Dan Davis, M.Mus (Florida)  
*Performance*

Sandro Dominelli, B.Mus.Ed. (Concordia)  
*Music*

Jerrold Dubyk, M.Mus. (Rutgers)

Daniel Gervais

Andrew Glover

Julie Golosky, M.Mus. (Alberta)  
*Performance*

Joel Gray, Dip. (MacEwan University)  
*Music Performance*

Marcel Hamel, B.Mus. (Berklee)  
*Music Technology*

Devin Hart, Dip. (MacEwan University)  
*Music Performance*

Sheril Hart, B.Ed. (Alberta)  
*Music and Art*

Jim Head, M.Mus. (McGill)  
*Performance*

Jeff Johnson, LLB (Alberta); BA (Hon) (Alberta)  
*Music*

Robert Klakovich, PhD (SUNY)  
*Music History*

Wilf Kozub, B.Ed. (Alberta)  
*Education*

Mo Lefever, Dip. (MacEwan University)  
*Music Performance*

Matthew Parsons, Dip. (MacEwan University); B.Eng.  
(Canterbury)  
*Music Recording Arts*

Jamie Philp, Dip. (MacEwan University)  
*Music Performance*

William Richards, PhD (Western Ontario)  
*Theory*

Chandelle Rimmer, B.Mus. (Berklee); M.Mus. (Boston)  
*Performance; Music Education*

Kent Sangster, M.Mus. (Miami)  
*Composition*

Dan Skakun, MA (CUNY)  
*Performance*

Dorothy Speers, M.Mus. (Alberta)  
*Performance*

John Taylor, M.Mus. (Alberta)  
*Performance*

Rob Thompson, Dip. (MacEwan University); BA (Alberta)  
*Music Performance*

Brian Thurgood, M.Ed. (Victoria)  
*Education*

Tom Van Seters, DMA (Toronto)  
*Performance*

Robert Walsh, B.Mus. (McGill)  
*Performance*

Cameron Watson, M.Mus. (Western Ontario)  
*Performance; Composition*

Rhonda Withnell, Dip. (MacEwan University)  
*Music Performance*

# BACHELOR OF SCIENCE

*Faculty of Arts and Science*

MacEwan.ca/Science

The Bachelor of Science (B.Sc.) is a foundational general degree. This science degree provides broad and widely applicable knowledge and abilities, rather than a niche specialization. This broad base provides graduates with generalist knowledge and skills that give the flexibility and agility so highly valued in a dynamic world economy. It also gives students a solid foundation from which to specialize through employment or further schooling.

A key feature of the B.Sc. is its balance between being comparable to other science degrees offered in the province and across the country and being distinct. Like other science degrees, it requires breadth of study in both science and arts content, depth of study in at least one discipline, and options.

The small classes, greater interaction between instructors and students, and faculty with a strong focus on teaching contribute to the program's distinctiveness. This concentration on teaching expands the choice of learning environments available to students pursuing a science degree in Edmonton.

B.Sc. students have the opportunity to study subjects in both a major and minor discipline and are required to be familiar with the academic and faculty regulations and procedures.

## CAREER POTENTIAL

The B.Sc. offers students a solid grounding in the sciences along with maximum program flexibility. Majors and minors meet high standards and prepare students for graduate or professional studies and a wide range of careers. The program is designed to prepare graduates with the depth and breadth of knowledge to be both employed scientists and contributing Albertans.

Breadth is accomplished primarily through the core curriculum. The core requires coursework from both arts and sciences so students develop skills in literacy, communication, information management, numerical operations, critical thinking and problem solving. The Conference Board of Canada and Human Resources Development Canada have identified all of these skill sets as fundamental to employability.

BACHELOR OF SCIENCE (B.SC.)	B.SC. MAJOR	B.SC. MINOR
Biological Sciences	✓	✓
Computer Science	✓	✓
Mathematical Sciences (Students study any two of the following subject areas: Computer Science, Mathematics or Statistics)	✓	
Mathematics	✓	✓
Physical Sciences (Students study any two of the following subject areas: Chemistry, Earth and Planetary Sciences or Physics)	✓	
Psychology	✓	✓
Chemistry		✓
Earth and Planetary Sciences		✓
Physics		✓
Statistics		✓

### Notes:

1. Students in the B.Sc. program are eligible to take any minor offered through the Bachelor of Arts program in the Faculty of Arts and Science, including Business Studies.
2. Students majoring in Mathematical Sciences or Physical Sciences may pursue a minor but are not required to do so.
3. All majors and minors have junior prerequisite courses that should normally be completed in the first year of the degree program (e.g. CHEM 101 and CHEM 102 are prerequisites for most senior-level Chemistry courses).

## GENERAL PROGRAM INFORMATION

The B.Sc. requires students to complete 120 credits of non-duplicative coursework. This coursework consists of 39 credits of core requirements in the following areas: biological sciences or Earth and planetary sciences with laboratory components (six credits), chemistry or physics with laboratory components (six credits), mathematical sciences (six credits), mathematics (three credits), English (six credits: three credits writing, three credits literature), social sciences (six credits) and arts (six credits). Students are advised to meet their core requirements in their first and second years of study. In addition, students are also required to complete coursework in a major subject area (42 credits at the senior level), a minor subject area (18 credits at the senior level) and options (21 credits). For more information, please refer to the program of study chart on page 87.

## TRANSFERABILITY

All courses completed within the B.Sc. program are credit courses and may be transferable individually toward further study at other Alberta institutions. For current, detailed information on individual course transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

Most post-secondary institutions allow the transfer of a maximum of 60 credits at the baccalaureate level towards their program requirements. The B.Sc. program will continue to ensure high transferability for the first two years, so students retain the option to transfer to other institutions. Students should research the program of study and transfer policies at the institution they wish to attend to ensure compliance with admission and graduation requirements.

## CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*

Applicants must have a minimum overall average of 65 per cent, with no course grade lower than 50 per cent, in the following high school courses:

1. ELA 30-1
2. Mathematics 30-1
3. Two of the following: Biology 30, Chemistry 30, Mathematics 31, Physics 30, Computing Science (CSE) Advanced Level Career and Technology Studies (CTS)(minimum 5 credits)
4. One Group A, B or C course

#### Note:

- Applicants must have completed the appropriate high school courses or present university-level substitutions.

Applicants with nine or more university-level credits must also present a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale.

### MATURE ADMISSION

*To be evaluated through the Office of the University Registrar*

Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term. Applicants must have a minimum overall average of 60 per cent, with no course grade lower than 50 per cent, in the following high school courses:

1. ELA 30-1
2. Mathematics 30-1
3. Two of the following: Biology 30, Chemistry 30, Mathematics 31, Physics 30, Computing Science (CSE) Advanced Level Career and Technology Studies (CTS) (minimum 5 credits)

#### Note:

- Applicants must have completed the appropriate high school courses or present university-level substitutions.

Applicants with nine or more university-level credits must also present a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale.

## PREVIOUS POST-SECONDARY WORK

*To be evaluated through the Office of the University Registrar*  
Admission in this category does not imply or guarantee the transfer of any coursework and/or credential unless a block transfer agreement (internal or external) is in effect and published in the academic calendar by the Office of the University Registrar. In addition, transfer of coursework does not imply or guarantee that an applicant will be admitted.

Applicants must have successfully completed the following:

- A minimum of 24 credits of university-transferable coursework, from a recognized institution, with a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale.
- The required core courses listed under the Regular or Mature Admission category.

## PROBATIONARY ADMISSION

*To be evaluated through the Program*

A limited number of probationary admissions may be granted to applicants who have attempted nine or more credits of post-secondary coursework with a minimum Admission Grade Point Average (AGPA) of less than 2.0 on a 4.0 scale.

Before an admissions decision can be made an applicant must satisfy one of the following:

- Successfully complete nine credits of university-level coursework, with no grade less than C.

#### OR

- Successfully complete more than nine credits of university-level coursework, with a minimum Grade Point Average (GPA) of 2.0 on a 4.0 scale.

Applicants who do not complete this coursework will not be considered for admission in this category.

Those students accepted to the program will be placed on Academic Probation and will be required to sign a probationary contract.

## ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

### 1. English Language Proficiency

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at [MacEwan.ca](http://MacEwan.ca).



# Bachelor of Science

## PROGRAM OF STUDY

CORE		CREDITS
Biological or Earth and Planetary Sciences	Biological Sciences or Earth and Planetary Sciences (courses qualifying for credit must include a laboratory component)	6
Chemistry or Physics	Chemistry or Physics (courses qualifying for credit must include a laboratory component)	6
Mathematical Sciences	Mathematics or Statistics or Computer Science*	6
Mathematics	Calculus or Linear Algebra	3
English	ENGL 102 and ENGL 103	6
Social Sciences	Anthropology, Economics, Political Science, Psychology (Arts), Sociology	6
Arts	Anthropology, Art History (101, 102), Classics, Comparative Literature, Drama (102, 149, 247), Economics, English, History, Linguistics, Music 100, Philosophy, Political Science, Psychology (Arts), Sociology, Language other than English (LOE)	6
	<b>TOTAL CORE</b>	<b>39</b>
Major	Senior-level credits	42
Minor	Senior-level credits	18
Options	May include additional major or minor coursework to a maximum of six senior-level credits. With consent, may include a maximum of 12 credits from outside the Faculty of Arts and Science.	21
<b>TOTAL</b>		<b>120</b>

\*Note: CMPT 310 and CMPT 311 cannot be taken to satisfy core requirements.

### MAJORS AND MINORS

Faculty and discipline advisors are available to assist the student to plan a program of study that will meet these degree requirements. Please refer to [MacEwan.ca/Science](http://MacEwan.ca/Science) for specific course requirements for each major and minor.

### BIOLOGICAL SCIENCES

#### Major

Total credits required for major = 42 senior-level credits (non-duplicative coursework)

**Note:** BIOL 107 and BIOL 108 are required for this major in Year I.

#### Required Courses (6 credits)

- BIOL 207
- BIOL 208

#### General Requirements (36 credits)

Senior-level Biological Sciences courses – a minimum of 18 credits must be at the 300 or 400 level; a minimum of 6 credits must be at the 400 level.

#### Minor

Total credits required for minor = 18 senior-level credits (non-duplicative coursework)

**Note:** BIOL 107 and BIOL 108 are required for this minor.

#### Required Courses (3 credits)

Three credits from the following:

- BIOL 207
- BIOL 208

#### General Requirements (15 credits)

Senior-level Biological Sciences courses – a minimum of 6 credits must be at the 300 or 400 level; both BIOL 207 and BIOL 208 may be taken for credit.

### CHEMISTRY

#### Minor

Total credits required for minor = 18 senior-level credits (non-duplicative coursework)

**Note:** CHEM 101 and CHEM 102 are required for this minor.

#### General Requirements (18 credits)

Senior-level Chemistry courses – a minimum of 6 credits must be at the 300 or 400 level.

## COMPUTER SCIENCE

### Major

Total credits required for major = 42 senior-level credits (non-duplicative coursework)

#### Required Courses (9 credits)

- CMPT 200
- CMPT 395
- 400 level CMPT project course (with a minimum grade of C-)

#### Required Courses (9 credits)

Nine credits from the following:

- CMPT 201
- CMPT 204
- CMPT 229
- CMPT 250
- CMPT 291

#### General Requirements (24 credits)

Senior-level Computer Science courses – a minimum of 12 credits must be at the 300 or 400 level.

### Major – Software Professional Stream

Total credits required for major = 42 senior-level credits (non-duplicative coursework)

#### Required Courses (24 credits)

- CMPT 200
- CMPT 201
- CMPT 204
- CMPT 229
- CMPT 291
- CMPT 305
- CMPT 395
- 400 level CMPT project course (with a minimum grade of C-)

#### Required Courses (6 credits)

Six credits from the following:

- CMPT 315
- CMPT 350
- CMPT 362
- CMPT 364

#### General Requirements (12 credits)

Senior-level Computer Science courses.

### MINOR

Total credits required for minor = 18 senior-level credits (non-duplicative coursework)

#### Required Course (3 credits)

- CMPT 200

#### Required Course (3 credits)

Three credits from the following:

- CMPT 201
- CMPT 204
- CMPT 291

#### General Requirements (12 credits)

Senior-level Computer Science courses – a minimum of 6 credits must be at the 300 or 400 level excluding CMPT 310 and CMPT 311.

## EARTH AND PLANETARY SCIENCES

### Minor

Total credits required for minor = 18 senior-level credits (non-duplicative coursework)

#### General Requirements (18 credits)

Senior-level Earth and Planetary Sciences courses – a minimum of 6 credits must be at the 300 or 400 level.

## MATHEMATICAL SCIENCES

### Major

Total credits required for major = 42 senior-level credits (non-duplicative coursework)

#### Notes:

1. Requirement to choose two of the three as primary disciplines.
2. If the third Mathematical Sciences chosen as a minor, all senior level credits in that discipline will only count toward the minor.

#### Primary Discipline Requirements (36 credits)

Three credits at the 300 or 400 level in each primary discipline.

A minimum of 12 credits at the 300 or 400 level in the primary disciplines.

Senior-level courses from the First Primary Discipline chosen – 18 credits total.

Senior-level courses from the Second Primary Discipline chosen – 18 credits total.

#### General Requirements (6 credits)

Senior level Mathematical Sciences courses.

## MATHEMATICS

### Major

Total credits required for major = 42 senior-level credits (non-duplicative coursework)

**Note:** MATH 113 or MATH 114, MATH 115 and MATH 120 or MATH 125 are required for this major.

#### Required Courses (15 credits)

- MATH 214
- MATH 215
- MATH 225
- MATH 310
- MATH 330

#### Required Course (3 credits)

Three credits from the following:

- MATH 200
- MATH 241

#### General Requirements (24 credits)

Senior-level Mathematics courses – a minimum of 6 credits must be at the 400 level.

## Minor

Total credits required for minor = 18 senior-level credits (non-duplicative coursework)

**Note:** MATH 113 or MATH 114, MATH 115 and MATH 120 or MATH 125 are required for this minor.

### General requirements (18 credits)

Senior-level Mathematics courses – a minimum of 6 credits must be at the 300 or 400 level.

## PHYSICAL SCIENCES

### Major

Total credits required for major = 42 senior-level credits (non-duplicative coursework)

#### Notes:

1. Three Disciplines – Chemistry, Earth and Planetary Sciences, Physics.
2. Requirement to choose two of the three as primary disciplines.
3. If the third Physical Sciences discipline is chosen as a minor, all senior level credits in that discipline will only count toward the minor.

### Primary Discipline Requirements (36 credits)

Three credits at the 300 or 400 level in each primary discipline.

A minimum of 12 credits at the 300 or 400 level in the primary disciplines.

Senior-level courses from the First Primary Discipline chosen – 18 credits total.

Senior-level courses from the Second Primary Discipline chosen – 18 credits total.

### General Requirements (6 credits)

Senior level Physical Sciences courses in the third discipline – 6 credits.

## PHYSICS

### Minor

Total credits required for minor = 18 senior-level credits (non-duplicative coursework)

### Required Courses (6 credits)

Six credits from the following:

- PHYS 208
- PHYS 224
- PHYS 244
- PHYS 281

### General Requirements (12 credits)

Senior level Physics courses – a minimum of 6 credits at the 300 or 400 level.

## PSYCHOLOGY

### Major

Total credits required for major = 42 senior-level credits (non-duplicative coursework)

#### Notes:

1. A minimum of 33 senior-level credits must be Science Psychology courses.
2. Nine senior level credits may be Arts Psychology courses.
3. PSYC 104, PSYC 105, BIOL 107, BIOL 108 and STAT 151 are required for this major.
4. Students must complete or be enrolled in PSYC 212 prior to declaring a Psychology major.

### Required Course (12 credits)

- PSYC 212

Nine credits from the following:

- PSYC 258
- PSYC 267
- PSYC 275
- PSYC 281

### General Requirements (30 credits)

Senior-level Psychology courses – a minimum of 12 Science Psychology credits must be at the 300 or 400 level.

### Minor

Total credits required for minor = 18 senior-level credits (non-duplicative coursework)

#### Notes:

1. A minimum of 15 senior-level credits must be Science Psychology courses.
2. Three senior-level credits may be Arts Psychology courses.
3. PSYC 104 and PSYC 105 are required for this minor.

### Required Courses (9 credits)

Nine credits from the following:

- PSYC 258
- PSYC 267
- PSYC 275
- PSYC 281

### General Requirements (9 credits)

Senior-level Psychology courses – a minimum of 6 Science Psychology credits must be at the 300 or 400 level.

## STATISTICS

### Minor

Total credits required for minor = 18 senior-level credits (non-duplicative coursework)

### Required Courses with a minimum grade of C- (6 credits)

- STAT 265
- STAT 266

### General Requirements (12 credits)

Senior-level Statistics courses – a minimum of 6 credits must be at the 300 or 400 level.

## PREPARING FOR PROFESSIONAL STUDIES

Students intending to enter professional programs at other universities can take their pre-professional programs in the Faculty of Arts and Science at MacEwan University. The University offers the first and second year of a number of pre-professional programs, including chiropractic medicine, dental hygiene, dentistry, medical laboratory science, medicine, optometry, pharmacy and veterinary medicine. All courses taken in these pre-professional programs are credit courses and, as such, they may be applied to any of the degrees offered by MacEwan University.

Students are advised to consult the admissions requirements for the universities and programs of their choice, and to select their MacEwan University courses accordingly. Completion of pre-professional courses at MacEwan University does not guarantee admission to the subsequent professional program. Each professional program requires a separate application and entry is competitive, not automatic.

Students wanting specific information and advice about professional programs, including prerequisites, should consult [MacEwan.ca/Science](http://MacEwan.ca/Science) or obtain the guide from the Arts and Science Program office.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see “Minimum Course Grade” (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Bachelor of Science has 10 years from the first day of the term of acceptance

to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## DEGREE REGULATIONS

Students are strongly encouraged to seek advice from the faculty advisors about program planning, whether for completing degree requirements at MacEwan University or for transfer to another post-secondary institution.

**Academic Residency – Credit Requirements** – As part of the Academic Residency regulation, Bachelor of Science students must complete:

- A minimum of 24 credits in a major at the senior-level.
- A minimum of 9 credits in a minor at the senior-level, with 3 of those senior credits completed at the 300 or 400 level.

**Core Requirements** – Courses that satisfy the core requirements are normally taken at the junior level. Students are advised to complete their core requirements in the first and second years of their program.

### Declaration of a Major and Minor – r

Students are required to declare a major and minor by the time they have completed 45 credits. The major and minor cannot be in the same discipline (e.g. a student may not major in Science Psychology and minor in Arts Psychology). Students are strongly encouraged to consult with a program advisor in the B.Sc. program and a discipline advisor in their major and minor prior to this declaration. Students majoring in Mathematical or Physical Sciences may pursue a minor but are not required to do so.

**Graduation Grade Point Average** – As part of the Graduation Grade Point Average regulation above, Bachelor of Science students must obtain an overall GGPA of 2.0 or higher, with a minimum GPA of 2.0 on all courses credited toward the major and a minimum GPA of 2.0 on all courses credited toward the minor.

**Graduation Requirements** – Graduation requirements are governed by the date on which a student declares their major and minor. Students who declare their major and minor up to and including the last day to withdraw from Winter term courses without academic penalty are bound by the requirements of the current academic year. Those students who declare after this date are bound by the programs of study and degree requirements of the upcoming academic year as published in the MacEwan University academic calendar.

**Junior and Senior Level Courses** – Courses numbered from 100 to 199 are considered junior-level and courses numbered from 200 to 499 are considered senior-level.

**Maximum Junior-Level Courses** – A maximum of 48 credits at the 100 level are permitted in completion of the B.Sc. degree. Additional courses at the 100 level will be declared extra to the 120 credits required to complete the B.Sc. degree and will not be counted toward fulfilment of graduation requirements.

**Minimum Science Courses** – A minimum of 72 total credits from Science courses must be successfully completed.

**Minimum Passing Grade** – A minimum grade of D is required for all Science degree courses. A maximum of six credits with a final grade of D or D+ are permitted in courses credited toward the major.

**Minimum Transfer Grade for Credit** – A minimum grade of D is required on any transfer credit granted for the program. Arts and Science courses require a minimum grade of C- when the course is used as a prerequisite. Transfer credit decisions made by the university are final and cannot be appealed (see Policies C2010 and E3103).

**Options Requirements** – Courses in the degree options may include additional major and/or minor coursework within the discipline of study to a maximum of six senior-level credits. With the exception of Business Studies minors and subject to written approval by the dean of the Faculty of Arts and Science, degree options may include a maximum of 12 credits from courses offered by a faculty other than Arts and Science. Students completing a Business Studies minor must complete their 21 credits of degree options from courses offered within the Faculty of Arts and Science.

**Progression of Studies** – Students are responsible for ensuring they meet the prerequisite and/or co-requisite requirements as noted on all courses that may fulfil Bachelor of Science program requirements.

**Subsequent Baccalaureate** – In addition to meeting the degree regulations listed above, students who already hold a baccalaureate degree must satisfy the provisions of Policy C2000, Subsequent Baccalaureate Credential.

## FOR FURTHER INFORMATION

Bachelor of Science  
Room 6-211, Program Services City Centre Campus  
10700 – 104 Avenue NW  
Edmonton, AB T5J 4S2  
Program Office: 780-497-4520  
Email: science@macewan.ca

## Chair

Dr. Jonathan Withey, D.Phil. (Oxford)

## FACULTY OF ARTS AND SCIENCE PROGRAM SERVICES

### Director

Naomi Beke, M.Sc.

### Advisors

Miya Abe, BA

Clare Ard, MA

Kimberly Bownes, B.Ed.

Janice deGraaf, BA

Larisa Hayduk, B.Ed.

Kerry Precht, MA

Nicole McLellan, BA

Josie O'Reilly, B.Sc.

Karen Ravagnolo, MA

Erin Wight, BA

## FACULTY

### Biological Sciences

#### Chair

David McFadyen, PhD (Alberta)  
*Molecular Biology and Genetics*

Victoria Bowles, M.Sc. (Alberta)  
*Biological Sciences*

Nina Bernstein, PhD (Alberta)  
*Biochemistry*

Mrinal Das, PhD (Alberta)  
*Zoology*

Kathy Davies, B.Sc. (Alberta)  
*Biological Sciences*

Mark Degner, M.Sc. (Alberta)  
*Zoology*

Shannon Digweed, PhD (Lethbridge)  
*Evolution and Behaviour*

Christina Elliott, M.Sc. (Alberta)  
*Environmental Biology and Ecology*

Erin Fleming, M.Sc. (British Columbia Okanagan)  
*Environmental Sciences*

Kevin Friesen, PhD (Alberta)  
*Physiology and Cell Biology*

Danielle French, M.Sc. (Memorial)  
*Medicine*

Kevin Judge, PhD (Toronto)  
*Zoology*

Kimberley Harcombe, PhD (Alberta)  
*Microbiology and Biotechnology*

Melissa Hills, PhD (Australian National)  
*Biochemistry and Molecular Biology*

David Locky, PhD (Alberta)  
*Environmental Biology and Ecology*

Randi Mewhort, M.Sc. (Alberta)  
*Environmental Biology and Ecology*

Shawna Pelech, M.Sc. (British Columbia)

*Zoology*

Lisa Prichard, PhD (Washington)

*Pharmacology*

Ross Shaw, PhD (British Columbia)

*Zoology*

Mike Stock, PhD (Alberta)

*Zoology*

Gord Youzwshyn, M.Sc. (Alberta)

*Zoology*

## Computer Science

### Chair

Ron Meleshko, PhD (Alberta)

*Computing Science*

Calin Anton, PhD (Alberta)

*Computing Science*

Nicholas Boers, PhD (Alberta)

*Computing Science*

Sharon Bratt, PhD (Simon Fraser)

*Instructional Technology*

Brian Brookwell, M.Sc. (Calgary)

*Computing Science*

Jon Coulson, M.Comp (New England, Australia)

*Computer Studies*

Mohamad El-Hajj, PhD (Alberta)

*Computer Science*

Indratmo, PhD (Saskatchewan)

*Computer Science*

Cameron Macdonell, PhD (Alberta)

*Computing Science*

Nicole Malloy, M.Sc. (Alberta)

*Computing Science*

Ibrahim Sumrain, PhD (Oregon State)

*Instructional Technology*

## Mathematics and Statistics

### Chair

David McLaughlin, PhD (Alberta)

*Mathematics*

Cristina Anton, PhD (Alberta); PhD (Romanian Academy)

*Applied Mathematics; Probability and Statistics*

Sunil Barran, M.Sc. (Alberta)

*Mathematics*

Elaine Beltaos, PhD (Alberta)

*Mathematics*

Ion Bica, PhD (Alberta)

*Applied Mathematics*

Karen Buro, PhD (Aachen)

*Mathematics*

Tiina Hohn, M.Sc. (Jyväskylä)

*Mathematics*

Muhammad Islam, PhD (Calgary)

*Statistics*

Kathleen Lawry-Batty, PhD (Western Ontario)

*Statistics*

John O'Connor, M.Sc. (National University of Ireland); M.Sc. (Alberta)

*Mathematics; Statistics*

Mark Solomonovich, PhD (Tomsk State)

*Theoretical and Mathematical Physics*

Nicolae Strungaru, PhD (Alberta)

*Mathematics*

Wanhua Su, PhD (Waterloo)

*Statistics*

Adi Tcaciuc, PhD (Alberta)

*Mathematics*

Nataliya Zadorozhna, PhD (Ukrainian National Academy of Sciences)

*Mathematics*

## Physical Sciences

### Chair

Rob Hilts, PhD (Victoria)

*Cosmochemistry*

## Chemistry

Laurie Amundson, M.Sc. (Victoria)

*Chemistry*

Lioudmila Badalova, PhD (Moscow State)

*Inorganic Chemistry*

Lucio Gelmini, PhD (Windsor)

*Chemistry*

Japhet Irangu, PhD (Alberta)

*Inorganic Reaction Mechanisms*

Jorge Llano, PhD (Uppsala)

*Biophysical Chemistry*

Barbara Migaj, PhD (Technical University of Warsaw)

*Chemistry*

Samuel Mugo, PhD (Memorial)

*Chemistry*

Manzar Saberi, PhD (National University of Iran)

*Organic Chemistry*

Aaron Skelhorne, PhD (Alberta)

*Analytical Chemistry*

Nina Vo, M.Sc. (Alberta)

*Chemistry*

Ross Witherell, PhD (Alberta)

*Chemistry*

Jonathan Withey, D.Phil. (Oxford)

*Chemistry*

## Earth and Planetary Sciences

Mark Furze, PhD (Wales)

*Marine Geology*

Fedora Gonzalez-Lucena, PhD (Ottawa)

*Earth Sciences*

Nancy McKeown, PhD (UC Santa Cruz)

*Geological and Environmental Sciences*

Jack Park, MAT (Indiana State); M.Sc. (Alberta)

*Geography; Physical Geography*

Erin Walton, PhD (New Brunswick)

*Geology*

## Physics

**Orla Aaquist, PhD (Calgary)**

*Astrophysics*

**Evan Hackett, PhD (Alberta)**

*Physics*

**Michelle Hanlon, M.Sc. (Alberta)**

*Physics*

**Vahid Rezaia, PhD (Institute for Advanced Studies in Basic Sciences)**

*Theoretical Physics*

## Psychology

### Chair

**Melike Schalomon, PhD (Alberta)**

*Neuroscience*

**Nicole Anderson, PhD (McMaster)**

*Psychology*

**Craig Blatz, PhD (Waterloo)**

*Psychology*

**Nancy Digdon, PhD (Western Ontario)**

*Psychology*

**Shannon Digweed, PhD (Lethbridge)**

*Evolution and Behaviour*

**Megan Easterbrook, PhD (Queen's)**

*Psychology*

**Jayne Gackenbach, PhD (Virginia Commonwealth)**

*Psychology*

**Trevor Hamilton, PhD (Alberta)**

*Neuroscience*

**Lynne Honey, PhD (McMaster)**

*Psychology*

**Andrew Howell, PhD (Concordia University)**

*Psychology*

**Michelle Jarick, PhD (Waterloo)**

*Psychology*

**Sandy Jung, PhD (Victoria)**

*Psychology*

**Kristine Peace, PhD (Dalhousie)**

*Psychology*

**Lawrence Peta, M.Sc. (Alberta)**

*Psychology*

**Russ Powell, PhD (Alberta)**

*Psychology*

**Sean Rogers, MA (Minnesota)**

*Psychology*

**Rodney Schmaltz, PhD (Alberta)**

*Psychology*

**Aimee Skye, PhD (McMaster)**

*Psychology*

**Christopher Striemer, PhD (Waterloo)**

*Psychology*

**Tara Vongpaisal, PhD (Toronto)**

*Psychology*

**David Watson, PhD (Alberta)**

*Psychology*

# BACHELOR OF SCIENCE IN NURSING

*Faculty of Health and Community Studies*

MacEwan.ca/Nursing

Consistent with the philosophy of Dr. J.W. Grant MacEwan, MacEwan University's Bachelor of Science in Nursing (BScN) program holds the values of respect, compassion, leadership, scholarship and accountability. The BScN program is designed to prepare graduates who are committed to excellence in professional practice and who will contribute to the health and well-being of individuals, families, communities and society. Throughout the program students acquire knowledge, skills and attributes to ready themselves for safe, compassionate, evidence-informed, competent and ethical nursing practice.

MacEwan University's BScN program is a rigorous, four-year program designed to introduce, expand and sequentially integrate knowledge, concepts and theories. Our approach to learning promotes the retention and application of in-depth knowledge and diverse skills. The program is delivered through contextual and experiential learning in classroom, laboratory and practice settings. Theoretical knowledge is attained from the disciplines of nursing, arts, sciences and humanities. Introductory knowledge and competencies for nursing research, education and leadership roles are encompassed within the program. BScN graduates are eligible to write the Canadian Registered Nurse Examination.

## CAREER POTENTIAL

The profession of registered nursing offers a highly challenging and deeply rewarding career for dedicated individuals. Registered Nurses play a vital role within a complex and changing health system. MacEwan University's BScN graduates attain knowledge, skills, and attributes to practice in diverse settings including acute care, community care and continuing care.

## TRANSFERABILITY

The four-year Bachelor of Science in Nursing program is fully delivered through MacEwan University. All courses completed for the Bachelor of Science in Nursing degree program are baccalaureate credit courses and may be transferable individually toward further study at other Alberta institutions. For current, detailed information on individual course transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

## CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*

Applicants must have a minimum overall average of 65 per cent, with no course grade lower than 50 per cent, in the following high school courses:

1. ELA 30-1
2. Biology 30
3. Chemistry 30 or Science 30
4. Mathematics 30-1, Mathematics 30-2 or Mathematics 31
5. One Group A, B, or C course

#### Note:

- Applicants must have completed the appropriate high school courses or present university transferable post-secondary substitutions.

Applicants with nine to 23 university-level credits must also present a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale.

### MATURE ADMISSION

*To be evaluated through the Office of the University Registrar*

Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term. Applicants must have a minimum overall average of 65 per cent, with no course grade lower than 50 per cent, in the following high school courses:

1. ELA 30-1
2. Biology 30
3. Chemistry 30 or Science 30
4. Mathematics 30-1, Mathematics 30-2 or Mathematics 31

#### Note:

- For Mature Admission only, another Group C course grade could be used to replace the Mathematics 30-1, Mathematics 30-2 or Mathematics 31 grade in the calculation of the competitive average.
- Applicants must have completed the appropriate high school courses or present university transferable post-secondary substitutions.

Applicants with nine to 23 university-level credits must also present a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale.



## PREVIOUS POST-SECONDARY WORK

*To be evaluated through the Office of the University Registrar*  
Admission in this category does not imply or guarantee the transfer of any coursework and/or credential unless a block transfer agreement (internal or external) is in effect and published in the academic calendar by the Office of the University Registrar. In addition, transfer of coursework does not imply or guarantee that an applicant will be admitted.

Applicants must have successfully completed the following from a recognized institution:

- A minimum of 24 credits of university transferable coursework with a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale and must have completed the required core courses listed under the Regular or Mature Admission category.

## ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

### 1. English Language Proficiency

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in MacEwan University's full-time calendar or online at MacEwan.ca.

### 2. Spoken English Proficiency

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

Applicants who speak English as a second language – regardless of citizenship – are required to submit official documents such as high school, post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in MacEwan University's full-time calendar or online at MacEwan.ca.

## OTHER ADMISSION CRITERIA

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

Applicants who have had one unsatisfactory academic record must meet the admission requirements under the Previous Post-Secondary Work admission category

Applicants who have two or more unsatisfactory academic records from any post-secondary program or institution will not be considered for admission or re-admission to the Program. For the purpose of admission or re-admission, an unsatisfactory record is defined as a transcript with the notation 'required to withdraw' or equivalent.

*To be evaluated through the Program*

#### Applicable to all admission categories

Conditionally accepted applicants are required to submit: a current, clear Security Clearance for working with vulnerable populations by the academic document deadline. Having a pardon in progress does not meet the admission requirement for a clear security clearance.

Conditionally accepted applicants who have had a break in the continuity of their nursing program or who completed a portion of a nursing program through another institution may have to meet additional course requirements to establish course currency and/or course equivalence.

## PROGRAM OF STUDY

			*MIN CR.	GR.
<b>YEAR I</b>				
<b>TERM I</b>				
ENGL 102	Analysis and Argument	3	C-	
HLSC 120	Human Anatomy	3	C-	
HLSC 126	Human Physiology I	3	C-	
HLST 152	Foundations in Health	3	C-	
NURS 170	The Discipline of Nursing	4	C-	
<b>TERM II</b>				
HLSC 124	Microbiology for Health Professionals	3	C-	
HLSC 128	Human Physiology II	3	C-	
HLST 154	Professional Communication	3	C-	
NURS 175	Nursing Practice Foundations	5	C-	
PSYC 104	Introductory Psychology	3	C-	
<b>TERM III</b>				
PSYC 105	Individual and Social Behaviour	3	C-	
<b>YEAR II</b>				
<b>TERM I</b>				
HLSC 220	Pharmacotherapeutics for Health Professionals	3	C-	
HLSC 222	Alterations in Health Across the Lifespan	3	C-	
NURS 252	Health Assessment Across the Lifespan	4	C-	
NURS 270	Nursing Care Across the Lifespan	4	C-	
NURS 272	Mental Health Nursing	3	C-	
<b>TERM II</b>				
NURS 275	Nursing Practice I: Across the Lifespan	5	C-	
NURS 277	Nursing Practice II: Across the Lifespan	5	C-	
NURS 279	Nursing Practice: Mental Health Nursing	5	C-	
<b>TERM III</b>				
STAT 151	Introduction to Applied Statistics I	3	C-	
<b>YEAR III</b>				
<b>TERM I</b>				
HLST 354	Healthy Populations	3	C-	
NURS 344	Fundamentals of Nursing Research	3	C-	
NURS 370	Nursing Care of the Acutely Ill Across the Lifespan	4	C-	
NURS 372	Nursing Care of Families with Young Children	4	C-	
	Open Elective	3	C-	
<b>TERM II</b>				
NURS 375	Nursing Practice: Nursing Care of Acutely Ill Across the Lifespan	5	C-	
NURS 377	Nursing Practice: Nursing in the Community	5	C-	
NURS 379	Nursing Practice: Nursing Care of Families with Young Children	5	C-	

**YEAR IV**

**TERM I**

NURS 472	Leadership in Nursing	3	C-
NURS 474	Future Directions in Nursing	3	C-
PHIL 386	Philosophy and Health Care	3	C-
	Senior Elective	3	C-
	Senior Nursing Elective	3	C-

**TERM II**

NURS 479	Nursing Practice: Consolidation	5	C-
NURS 489	Nursing Practice: Preceptorship	9	C-

**\*MINIMUM GRADE TO GRADUATE**

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

**INSTITUTIONAL GRADUATION REGULATIONS**

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see "Minimum Course Grade" (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Bachelor of Science in Nursing has six years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses).

Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

**DEGREE REGULATIONS**

Students are strongly encouraged to seek advice from the faculty advisors about program planning, whether for completing degree requirements at MacEwan University or for transfer to another post-secondary institution.

**Elective Requirements** -The Open Elective (100 to 400 level) and Senior Elective (200 to 400 level) are baccalaureate theory courses excluding subject code NURS that extend knowledge within an area of interest. The Open Elective may also be chosen to satisfy a prerequisite requirement for a senior elective. The Senior Nursing Elective is a 300 or 400 level baccalaureate NURS course that extends nursing knowledge in an area of interest.

**Progression of Studies** – Students are responsible for ensuring they meet the prerequisite and/or co requisite requirements as noted on program courses. Course enrolment is required for attendance in all program courses.

**Professional Code of Conduct** – Students must adhere to the Canadian Nurses Association Code of Ethics, the professional code of conduct and the confidentiality agreements signed with MacEwan University and clinical placement/ other agencies.

**Regulations Governing Clinical Courses** – Students must achieve satisfactory performance in all clinical courses in accordance with the course/clinical criteria and outcomes. Clinical course hours may include days, evenings, nights and weekends. Students are to arrange their own transportation for required program activities and any costs incurred for meals, travel and accommodation are the student's responsibility. Students will require daily access to a vehicle for any practice experience not accessible through public transportation. Required nursing practice placements will generally be within a 150 kilometer radius of the program site.

Students cannot be in attendance at clinical agencies as a MacEwan University nursing student except at times and locations authorized by the clinical course instructor for the course in which the student is currently enrolled. Students must comply with policy C2060 Work Integrated Learning regarding clinical and/or nursing practice placements.

In accordance with policy C2060 Work Integrated Learning, the University reserves the right, at any point during the clinical placement, to remove a student from the clinical placement for serious performance issues (i.e., engaging in behaviour that places the client and/or others at risk or that is contrary to the professional or safety requirements of the placement). Although the decision may be appealed according to policy E3103 Appeals, the student will not be permitted to remain in the clinical placement during the appeal.

**Security Clearance** – A current, clear security clearance for working with vulnerable populations is required for program admission. This check must be completed no earlier than 90 days prior to the program start date and submitted no later than the academic document deadline. Having a pardon in progress does not meet the admission requirement for a clear security clearance.

Students are responsible for obtaining security clearance checks at intervals specified by clinical agencies and for making these available, upon request, to their clinical agency representative. Students may also be required to obtain child welfare checks for some clinical placements. Students must be able to satisfy agency requirements prior to the start of clinical placements. Students whose security clearance status changes following program admission compromise their ability to complete the program requirements as they may be denied required clinical placements and, therefore, be unable to meet graduation requirements.

**Program Standards** – In accordance with MacEwan University's Admissions policy (C5010) students admitted to the Bachelor of Science in Nursing program are presumed to be capable of fulfilling the academic requirements of their program with, if applicable, provision of reasonable accommodation. The reasonable accommodation of students with disabilities shall not require the University to lower its standards, academic or otherwise, nor shall it relieve a student of the responsibility to develop and demonstrate the essential skills and competencies expected of all students pursuing this program (Policy E3400, Students with Disabilities).

**Immunization Status** – Program students may be required to care for patients/clients who have infectious diseases such as Hepatitis B or other blood-borne pathogens. Students must be able to meet agency requirements for immunizations prior to the start of all clinical or practice placement courses. Current immunization against specified communicable diseases is required as a prerequisite for practice placements and thus for continued enrollment in the program.

**N95 Mask** – Program students must be fitted for an N95 mask as a prerequisite for clinical experiences, and refitted in accordance with health agency requirements. It is the responsibility of the student to meet the required timelines for mask fitting.

**Basic Life Support Certification** – A current Health Care Provider Level C Basic Life Support (BLS) certificate is required prior to the start of all clinical placements. The BLS certification must be for Health Care Providers and include one and two person rescuers (adult, infant, child), bag-valve masks, and automated external defibrillation (AED). BLS certification must be updated every 12 months to meet this requirement, with no grace period provided for the clinical courses.

## FOR FURTHER INFORMATION

Bachelor of Science in Nursing  
General Program Inquiries  
Email: nurseinfo@macewan.ca  
Phone: 780-497-5700

## FACULTY

### Chair

**Janice Sadownyk, BScN; M.Ed. (Alberta)**  
*Education. RN.*

**Marian Anderson, BScN; M.Ed. (Alberta)**  
*Education. RN.*

**Edna Berg, BScN; M.Ed. (Alberta)**  
*Education. RN.*

**Kate Bowman, BScN; MN (Alberta)**  
*Nursing. RN. ENC(c).*

**Elizabeth Burgess-Pinto, BScN; MN (Alberta)**  
*Nursing. RN. IBCLC.*

**Andrea Chute, BN; MN (Alberta)**  
*Nursing. RN.*

**Linda Cook, BScN; PhD (Alberta)**  
*Human Ecology. RN. CPMHN(c).*

**Irene Coulson, BScN; PhD (Queensland)**  
*Social Policy. RN.*

**Mona Haimour, BScN; MN (Jordan)**  
*Nursing. RN.*

**Tanya Heuver, BScN; MN (Alberta)**  
*Nursing. RN.*

**Sharon Johnston, BSc; M.Sc. (Alberta)**  
*Health Promotion. RN.*

**Paul Kerr, PhD (London, UK)**  
*Pharmacology*

**Ann Little, BScN; MN (Victoria)**  
*Nursing. RN.*

**Colleen Maykut, BScN; DNP (Case Western Reserve)**  
*Nursing. RN.*

**Lisa McKendrick-Calder, BScN; MN (Athabasca)**  
*Nursing. RN.*

**Kathleen Miller, BScN; MN (Alberta)**  
*Nursing. RN.*

**Margaret Milner, BScN; MN (Alberta),**  
*Nursing. RN.*

**Agnes Mitchell, BScN; MN (Alberta)**  
*Nursing. RN. GNC(c).*

**Judee Onyskiw, BScN; PhD (Alberta)**  
*Nursing. RN.*

**Cheryl Pollard, BScN; MN; PhD (Alberta)**  
*Nursing. RN. RPN.*

**Christy Raymond-Seniuk, BScN; M.Ed (Alberta)**  
*Education. RN.*

**Pat Roddick, BScN; MHSA (Michigan)**  
*Health Sciences Administration. RN.*

**Suzette Roy, BScN; MN (Alberta)**  
*Nursing. RN.*

**Binthi Samuel, PhD (Rajasthan, India)**  
*Radiation Biology*

**Yvonne Shelast, BScN; MN (Alberta)**  
*Nursing. RN.*

**Kathy Sterns, BSN; MHS (Athabasca)**  
*Health Studies. RN.*

**Ruth Stewart, BScN; M.Ed. (Alberta)**  
*Education. RN.*

**Debbie Styles, BScN; M.Ed. (Alberta)**  
*Education. RN.*

**Margaret Swedish, BScN; MDE (Athabasca)**  
*Distance Education. RN.*

**Holly Symonds-Brown, BScN; MSN (Rush)**  
*Nursing. RN. CPMHN(c).*

**Barb Tarnowski, BScN; MN (Alberta)**  
*Nursing. RN.*

**Jeanne Vanderzalm, BScN; MN, PhD (Alberta)**  
*Nursing. RN.*

**Elizabeth White-McDonald, BScN; MN (Alberta)**  
*Nursing. RN.*

**Carol Wild, BN; MScN (McGill)**  
*Nursing. RN.*

**Barb Wilson, BScN; M.Ed. (Calgary)**  
*Adult and Community Education. RN.*

**Dawn Zimmer, BScN; MN (Alberta)**  
*Nursing. RN.*

## Nurse Educators

**Fay Avon, BScN (Alberta)**  
*Nursing. RN.*

**Alicia Bankowski, BScN (Alberta)**  
*Nursing. RN.*

**Lise Budreo, BScN (Alberta)**  
*Nursing. RN.*

**Sue Carlson, BScN (Alberta)**  
*Nursing. RN.*

**Linda Cavanaugh, BScN (Dalhousie)**  
*Nursing. RN.*

**Margot Creighton, BScN (Alberta)**  
*Nursing. RN.*

**Amy Crossland, BScN (Alberta)**  
*Nursing. RN.*

**Ashley Denny, BScN (Alberta)**  
*Nursing. RN.*

**Sherri Dickson, BScN (Alberta)**  
*Nursing. RN.*

**Michelle Godfrey, BScN (Alberta)**  
*Nursing. RN.*

**Theresa Handel, BScN (Alberta)**  
*Nursing. RN.*

**Mary Hanson, BScN (Alberta)**  
*Nursing. RN.*

**Jacquie Harkins, BScN (Alberta)**  
*Nursing. RN.*

**Michael Hermans, BScN (Alberta)**  
*Nursing. RN.*

**Brenda Hoyle, BScN**  
*Nursing. RN.*

**Kimberly Jalal, BScN (Alberta)**  
*Nursing. RN.*

**Trudy Kiyawasew, BScN (Alberta)**  
*Nursing. RN.*

**Susan Knibbs, BScN (Saskatchewan)**  
*Nursing. RN.*

**Nancy Laurenesse, BScN (Alberta)**  
*Nursing. RN.*

**Trish Mandrusiak, BScN; MN (Alberta)**  
*Nursing. RN.*

**Amanda McDonald, BScN (Alberta)**  
*Nursing. RN.*

**Tera McGonigal, BScN (Saskatchewan)**  
*Nursing. RN.*

**Erin Miller, BScN, MN (Alberta)**  
*Nursing. RN.*

**Karen Murphy, BScN (Alberta)**  
*Nursing. RN.*

**Tanis Nelson, BScN (Alberta)**  
*Nursing. RN.*

**Alice Nycholat, BScN (Saskatchewan)**  
*Nursing. RN.*

**Tanya Paananen, BN (New Brunswick)**  
*Nursing. RN.*

**Tatiana Penconek, BScN (Alberta)**  
*Nursing. RN.*

**Mary Pon, BScN (Alberta)**  
*Nursing. RN.*

**Tracy Porcina, BScN (Alberta)**  
*Nursing. RN. CCN(c).*

**Margaret Prociuk, MN (Athabasca)**  
*Nursing. RN, NP.*

**Julie Richards, BScN (Alberta)**  
*Nursing. RN.*

**Loveth Rudolph, BScN (Alberta)**  
*Nursing. RN.*

**Amy Thurston, BN; MN (Alberta)**  
*Nursing. RN.*

**Leanne Topola, BScN (Saskatchewan)**  
*Nursing. RN.*

**Kim Tupula, MN (Athabasca)**  
*Nursing. RN.*

**Jamie Turpin, BScN (Laurentian)**  
*Nursing. RN.*

**Elisha Vadnais, BScN (Ottawa)**  
*Nursing. RN.*

**Crystal Weisser, BScN (Alberta)**  
*Nursing. RN.*

**Melissa Williams, BN (New Brunswick)**  
*Nursing. RN.*

## Professional Resource Faculty

**Shelly Gillespie, BScN (Alberta)**  
*Nursing. RN.*

**Sheri Norum, BScN (Alberta)**  
*Nursing. RN.*



## APPLIED DEGREE PROGRAMS

Bachelor of Applied Business Administration – Accounting .....	100
Bachelor of Applied Human Service Administration. . .	102

# BACHELOR OF APPLIED BUSINESS ADMINISTRATION – ACCOUNTING

*School of Business*

MacEwan.ca/BABA

The Bachelor of Applied Business Administration – Accounting prepares students for careers in accounting and industry-related professions. This applied degree is completed after an accounting diploma program, so students who have graduated from programs like MacEwan University's Accounting and Strategic Measurement diploma possess the right entrance credential. The accountant's role is changing, demanding that graduates think strategically, view business from more than a financial perspective and develop a modern, whole-business picture.

The applied degree combines professional accounting studies with extensive learning and practice cycles in the workplace. Preparation for entry into the applied degree is completed in programs like MacEwan University's Accounting and Strategic Measurement diploma (or equivalent from another recognized post-secondary institution that includes the prerequisite courses). The first year of this credential is comprised of advanced accounting study that builds upon the knowledge and skills gained in previous post-secondary education. The second year is when all directed field studies take place. This component of the program of studies is where students explore real business issues by conducting both practical and academic research while working. The combination of classroom instruction with one year of mentored studies in industry prepares students for immediate success in the workplace.

This program is targeted to students who are seeking high-level careers as accountants. Successful students are self-motivated and possess strong oral and written communication skills. Critical thinking and problem-solving skills are essential, as is the ability to work in a team environment. Students must have the ability to synthesize and analyze information and be comfortable in a technology-enhanced environment.

This program requires that students carry and use a laptop computer for most classes. For information on the laptop hardware and software requirements, please contact the program's advisor.

## CAREER POTENTIAL

This applied degree is recognized by the CMA and CGA designations as meeting their degree requirements. Additionally, two of the option courses in the program of studies are now accepted by CGA as PACE-level (with a CGA challenge exam required after course completion). The applied degree is intended to educate and train students for careers as accountants. Graduates find jobs as accountants, cost analysts, payroll accountants, or supervisors in related areas. They also enjoy job opportunities at different levels in financial accounting, internal auditing, financial analysis, cost accounting, public accounting firms and government departments. Graduates work in a variety of environments such as government, industry, accounting firms, banks, hospitals and consulting firms.

## TRANSFERABILITY

All courses completed for the Bachelor of Applied Business Administration – Accounting degree program are credit courses and may be transferable individually toward further study at other Alberta institutions. For current, detailed information on individual course and applied degree transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

Individual courses are also recognized by the professional certification programs offered by the Certified Management Accountants of Alberta (CMA), the Certified General Accountants of Alberta (CGA) and the Institute of Chartered Accountants of Alberta (CA).

## CATEGORY OF ADMISSION

Applicants may be admitted to the following:

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*

Applicants must have a recognized Accounting and Strategic Measurement diploma (or equivalent) with a minimum Admission Grade Point Average (AGPA) of 2.3 on a 4.0 scale. OR

Applicants must have successfully completed a minimum of 60 credits of post-secondary coursework with a minimum Admission Grade Point Average (AGPA) of 2.3 on a 4.0 scale. AND

Successful completion of the following MacEwan University post-secondary coursework (or equivalents):

- ACCT 261 Financial Accounting IV
- ACCT 318 Management Accounting III
- LEGL 210 Business Law I
- ACCT 275 Accounting Information Systems
- ACCT 162 Practical Tax Applications
- Six credits of post-secondary English

## ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

### 1. English Language Proficiency

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at [MacEwan.ca](http://MacEwan.ca).

## PROGRAM OF STUDY

### YEAR III

TERM V		CR.
ACCT 350	Audit	3
ACCT 351	Advanced Financial Accounting	3
ACCT 352	Issues in Global Accounting Practice	3
ACCT 358	Advanced Management Accounting	3
ACCT 370	Directed Field Study Seminar	3

### TERM VI

ACCT 391	Accounting Theory	3
	Elective	3

Choose three from the following options:

ACCT 390	Advanced Audit	3
ACCT 392	Taxation II	3
ACCT 394	Management Information Systems	3
ACCT 395	Advanced Finance	3
MGTS 352	Operations Management	3

### YEAR IV

#### TERM VII

ACCT 371	Directed Field Study I	3
ACCT 372	Directed Field Study II	3
ACCT 373	Directed Field Study III	3
ACCT 374	Directed Field Study IV	3
ACCT 353	Leadership and Ethics	3

#### TERM VIII

ACCT 375	Directed Field Study V	3
ACCT 376	Directed Field Study VI	3
ACCT 377	Directed Field Study VII	3
ACCT 378	Directed Field Study VIII	3
ACCT 398	Strategic Management	3

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see "Minimum Course Grade" (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Bachelor of Applied Business Administration-Accounting has six years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## FOR FURTHER INFORMATION

Bachelor of Applied Business Administration – Accounting  
Ena Chaisson, University Advisor

Phone: 780-497-5221

Email: [accounting@macewan.ca](mailto:accounting@macewan.ca)

## FACULTY

### Chair

**Darlene Lowe, MBA (Athabasca)**  
CMA.

**Mark Arnison, MBA (Alberta)**

**Leslie Blyth, PhD (Berne)**  
*Business Administration; Accounting. CGA. CA(R). FCIS. P.Adm. ACP.*

**Jane Causgrove-Reinhart, MBA (Alberta)**  
*Finance and Organizational Theory. CGA, CFP.*

**Stephanie Ibach, MBA (Alberta)**  
CGA.

**Irina Levin, BA (Athabasca)**  
CA

**Michelle Malin, MPAcc (Saskatchewan)**  
CA

**Beata Montgomery, BBA (NAIT)**  
CGA.

**Odette Pinto, PhD (Alberta)**  
*Accounting; Taxation. CGA.*

**Dal Pirot, MPA (Saskatchewan)**  
CGA

**Humayun Qadri, MBA (Indiana University of Pennsylvania)**  
*Management Accounting. CMA. CFM.*

**Gregory Springate, MBA (Simon Fraser)**  
CA

**Fraser Wilson, MBA (Toronto)**  
*Finance*

# BACHELOR OF APPLIED HUMAN SERVICE ADMINISTRATION

*Faculty of Health and Community Studies*

MacEwan.ca/HSA

Bachelor of Applied Human Service Administration (BAHSA) is a distance-delivered program designed for individuals working in the health or human service field who hold, or strive to hold, supervisory or management positions. Distance study makes the program accessible to students regardless of geographic location and provides the flexibility to balance studies with professional and family responsibilities. Students access their course material and readings online and become part of a virtual community of learners. Faculty guide student learning through online class discussions and activities.

The curriculum includes theory in administration, with an emphasis on leadership, supervision and management. Studies include human, financial and physical resource management, managing change, communication, community-based practice, research practices and trend and issue analysis. Assignments are practical in nature and generally involve the application of theory to the student's workplace. Building on a previous diploma or degree, the program consists of ten 3-credit theory courses and two 15-credit, six-month directed field studies. Students may complete the directed field studies in their current workplace or in an appropriate agency. Study may be full or part-time. Students have six years to complete the program; however, it may be completed in as little as three years.

## CAREER POTENTIAL

BAHSA graduates are employed in managerial roles in a wide variety of agencies. Increased government standards and the significant impact qualified leaders make, has created a demand for highly educated managers. BAHSA graduates have the knowledge, management skills and confidence to manage a dynamic staff of practitioners, work with boards, be an effective human service leader, and still serve the clients and families at the heart of their organization.

## TRANSFERABILITY

### INTERNAL OPPORTUNITIES

Graduates from a two-year diploma program in a human service or related field may be eligible for admission to the Bachelor of Applied Human Services Administration program. These include MacEwan University diploma programs such as Child and Youth Care, Disability Studies: Leadership and Community, Early Learning and Child Care, Social Work, and Police and Investigations. Students are advised to consult a program advisor in the Bachelor of Applied Human Services Administration program for specific admission requirements.

## EXTERNAL TRANSFER

All courses completed for the Bachelor of Applied Human Service program are credit courses and may be transferable individually toward further study at other Alberta institutions. For current, detailed information on individual course transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

Students presenting a completed applied degree in this program may be eligible for further study, including graduate degree programs, at Canadian colleges and universities. For further information about these study options, contact an advisor.

## CATEGORY OF ADMISSION

Applicants may be admitted to the following:

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*

Applicants must have the following:

1. a) A two year diploma or a degree from a recognized post-secondary institution in a human service or related field with a Grade Point Average (GPA) of 2.0 or better on a 4.0 scale.

OR

- b) A minimum of 60 credits from a recognized post-secondary institution in a human service or related field with a Grade Point Average (GPA) of 2.0 or better on a 4.0 scale.

OR

- c) A two year diploma from a recognized post-secondary institution with a Grade Point Average (GPA) of 2.0 or better on a 4.0 scale and at least two years relevant work experience in a human service environment. Administrative responsibility is considered an asset. Applicants are required to submit a resume which includes occupational status and employment history.

AND

2. A minimum grade of C- in MacEwan University's ENGL 111 or a minimum grade of D in three credits of university-level English.



## ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

### 1. English Language Proficiency

To be evaluated through the Office of the University Registrar

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca.

## PROGRAM OF STUDY

### YEAR III

#### TERM V

		CR.
HSAD 300	The Human Service Administrator	3
HSAD 305	Interpersonal Communication Skills for Human Service Administrators	3
HSAD 310	Managing Human Resources in Human Service Agencies	3
HSAD 315	Managing Financial Resources in Human Service Agencies	3
HSAD 320	Trends and Issues in Human Service Administration	3

#### TERM VI

HSAD 399	Directed Field Study in Human Service Administration I	15
----------	--	----

### YEAR IV

#### TERM VII

HSAD 430	Managing Physical Resources in Human Service Agencies	3
HSAD 435	Managing Change in Human Service Agencies	3
HSAD 440	Research Practices in Human Service	3
HSAD 445	Community-Based Practice in Human Service Agencies	3
	Elective	3

#### TERM VIII

HSAD 499	Directed Field Study in Human Service Administration II	15
----------	---	----

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see "Minimum Course Grade" (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Bachelor of Applied Human Service Administration has six years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## FOR FURTHER INFORMATION

Bachelor of Applied Human Service Administration  
 General Program Inquiries  
 Email: [hsa@macewan.ca](mailto:hsa@macewan.ca)  
 Jo Whitford, University Advisor  
 Phone: 780-497-5164  
 Toll-free: 1-888-497-4622 ext. 5164

## FACULTY

### Chair

**Pat Moore-Juzwishin, MBA (Victoria)**  
*Business Administration*

**Cheryl Crocker, PhD (Victoria)**  
*Interdisciplinary*

**Marilyn Conner, MBA (Royal Roads)**  
*Executive Management and Leadership*

**Christopher Hay, MA (Carleton)**  
*Sociology; Criminology*

**Carole Massing, PhD (Alberta)**  
*Elementary Education*

**Duane Massing, PhD (Alberta)**  
*Secondary Education*

**Philip O'Hara, M.Sc. (Alberta)**  
*Health Promotion*

**Petra Schulz, M.Ed. (Philipps)**  
*Special Education*

**Nora Shea, MA (Central Michigan)**  
*Program Development and Administration*

**Nancy Stewart, MA (Queen's)**  
*Economics*

**Leo Wong, PhD (Alberta)**  
*Marketing*



# POST-DIPLOMA CERTIFICATE PROGRAMS

Cardiac Nursing Post-basic Certificate. . . . .	106
Perioperative Nursing for Registered Nurses . . . . .	108
Post-basic Nursing Practice: Hospice Palliative Care and Gerontology . . . . .	110
Professional Golf Management. . . . .	112
Wound Management Post-basic Certificate. . . . .	114

# CARDIAC NURSING POST-BASIC CERTIFICATE

*Faculty of Health and Community Studies*

MacEwan.ca/CardiacNursing

The Cardiac Nursing Post-basic certificate is intended for experienced nurses who are currently working in cardiac sciences, as well as for those who have an interest in caring for the cardiac population. The program provides registered nurses with the specialty knowledge and expertise required to work with patients with or at risk for cardiac disease. The entire patient journey is addressed, including health promotion, disease prevention, management of acute episodes and chronic conditions, rehabilitation and palliation. The program prepares cardiac nurses to provide care to individual families, groups, communities and populations in a variety of settings in both urban and rural environments.

Online e delivery courses offer mature learners the flexibility to balance their studies with professional commitments and family responsibilities.

Career potential

A broad spectrum of employment opportunities are available for qualified cardiac nurses. Graduates work in emergency departments, coronary care units, medical units, diagnostic imaging centres, rehabilitation settings, research areas and out-patient units. Because nurses have contact with cardiac patients in a myriad of settings, they are strategically positioned to confront cardiac disease and to educate patients and their families about the disease and its treatment.

## CATEGORIES OF ADMISSION

*Applicants may be admitted to the following:*

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*  
Applicants must present a Nursing diploma or degree and be actively registered in Canada as a Registered Nurse or Graduate Nurse with a practice permit and eligibility to write the Canadian Registered Nurse Exam (CRNE) or licensed as a nurse in another country, and have received a practice permit from their professional jurisdiction.

### ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

#### 1. English Language Proficiency

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca .

## OTHER ADMISSION CRITERIA

*To be evaluated through the Program*

### Applicable to all admission categories

Applicants must present a current Basic Life Support for Health Care Providers Level C certificate.

## PROGRAM OF STUDY

TERM I		*MIN	GR.
		CR.	
PBNS 465	Pathophysiology of Cardiac Disorders	3	C-
PBNS 466	Focused Assessment of Cardiac Function	3	C-
Term II			
PBNS 467	Management of Cardiac Disorders	3	C-
PBNS 468	Care of the Cardiac Surgical Patient	4	C-
Term III			
PBNS 469	Advanced Management of Cardiac Disorders	4	C-

### \*MINIMUM GRADE TO GRADUATE

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified

as a program requirement for graduation – see “Minimum Course Grade” (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Post-Basic Nursing Practice has three years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## FOR FURTHER INFORMATION

Centre for Professional Nursing Education,  
Cardiac Nursing  
General Program Inquiries  
Email: [rn@macewan.ca](mailto:rn@macewan.ca)  
Petrina Ferreira, University Advisor  
Phone: 780-497-5188  
Toll-free: 1-866-497-9390

## FACULTY

### Director

Shirley Galenza, M.Ed. (Calgary)  
*Adult and Community Education. RN.*

Donna Hoskins, BScN, RN

Joan Mills, MN (Alberta), RN, CCN(c)  
*Nursing. RN.*

Rajamalar Senthuran, ND, MN (Alberta), CDE

Gayle Urguhart, MN (Alberta), RN

# PERIOPERATIVE NURSING FOR REGISTERED NURSES

*Faculty of Health and Community Studies*

MacEwan.ca/PeriopRN

Nurses in the perioperative field provide care and support to patients before, during and after surgery. Ultimately, nurses are responsible for maintaining a sterile environment in the operating room, monitoring the patient during surgery and coordinating care throughout the process.

The courses, offered via online distance delivery and classroom lab, provide Registered Nurses with the fundamental skills required to work alongside surgeons and other health care professionals in a challenging, fast-paced and team-oriented environment – the operating room.

Students in the Perioperative Nursing for Registered Nurses program come with a diverse base of expertise, from new graduates to seasoned generalists, seeking a new challenge and direction in nursing. Upon successful completion of the program and fulfillment of the clinical hours, nurses are eligible to write the Canadian Nurses Association certification for nursing specialties exam in perioperative nursing.

## CAREER POTENTIAL

Due to an aging workforce and the growing demand for health care, the need for nurses in the specialty of perioperative nursing has never been stronger.

## CATEGORY OF ADMISSION

*Applicants may be admitted to the following:*

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*  
Applicants must be actively registered in Canada as a Registered Nurse or Graduate Nurse with a practice permit and eligibility to write the Canadian Registered Nurse Exam (CRNE).

## ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

### 1. English Language Proficiency

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca .

## PROGRAM OF STUDY

		*MIN	
		CR.	GR.
PBNS 401	Foundations of Perioperative Nursing Practice	2	C
PBNS 402	Concepts of Anesthesia Within Perioperative Nursing	2	C
PBNS 403	Perioperative Nursing in the Preoperative, Intraoperative and Postoperative Environment	4	C
PBNS 404	Fundamentals of Perioperative Techniques	2	C
PBNS 405	Perioperative Clinical Preceptorship	8	CR

### \*MINIMUM GRADE TO GRADUATE

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## Professional Code of Conduct

Students must adhere to their professional code of conduct and the confidentiality agreements signed with MacEwan University by the clinical placement/other agencies.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see "Minimum Course Grade" (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Perioperative Nursing for Registered Nurses has three years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## PROGRAM GRADUATION REGULATIONS

Students are strongly encouraged to seek advice from the University Advisor about program planning.

**Progression of Studies** – Students are responsible for ensuring they meet the prerequisite requirements as noted on program courses.

**Professional Code of Conduct** – Students must adhere to the Canadian Nurses Association Code of Ethics, the professional code of conduct and the confidentiality agreements signed with MacEwan University by the clinical placement/other agencies.

**Regulations Governing Clinical Courses** – Students must achieve satisfactory performance in all clinical courses in accordance with the course/clinical criteria and outcome. Clinical course hours may include days, evenings, nights and weekends.

Students must start their clinical placement within a four month period of completing the clinical skills lab. If more than four months have lapsed since their successful completion of the clinical skills lab, students will be required to repeat the clinical skills lab to ensure currency of skills prior to starting the clinical placement.

Students must arrange for a clinical placement well in advance of the placement and be prepared to commit to a fulltime placement. In order to secure a clinical placement, the program requires all students to do the following:

- One (1) full MacEwan University calendar term prior to the planned commencement of a clinical placement, a student shall declare to the Program Chair his/her intent to commence a clinical placement;
- Complete a Personal Information Disclosure Authorization Form so that the Program may forward the student's name to the clinical placement site.
- At least six (6) weeks prior to the start date of the course, register for the course.

Students shall acknowledge that clinical placements may not be available at the time(s) or in the location(s) preferred by the student. While every effort shall be made by the Program to secure a suitable placement according to the student needs and or preference, all students shall accept that labour market conditions are variable and beyond the Program's control.

Notwithstanding of the above, students shall accept the first clinical placement available. In the event that a student does

not accept the first available clinical placement, the Program shall not be responsible for arranging an alternative.

Students are fully responsible for obtaining required licenses and/or permits prior to commencing a clinical placement.

Once a placement is accepted by the student, the student shall remain at the clinical placement site for the entirety of the placement. Days missed due to illness and extenuating circumstance will need to be made up.

**Security Clearance** – A current clear security clearance for working with vulnerable populations is required prior to starting the clinical course.

**Health Status** – Students must be able, both physically and mentally, to fully undertake all program activities without the need for modifying program standards, academic or otherwise. Policy E3400, Student with Disabilities, states that students are "presumed to be capable of fulfilling the essential requirements of the program, with the provision of reasonable accommodation when required".

**Immunization Status** – Program students may be required to care for patients/clients who have infectious diseases such as Hepatitis B or other blood-borne pathogens. Current immunization against specified communicable diseases is required prior to enrolment in the clinical course.

**N 95 Mask** – Students must be fitted for an N95 mask as a prerequisite for clinical experiences and refitted in accordance with health zone requirements. It is the responsibility of the student to meet the required timelines for mask fitting.

**Basic Life Support Certification** – A current Health Care Provider Level C Basic Life Support (BLS) certificate is required prior to start of the clinical placement. BLS certification is updated every 12 months to meet this requirement.

## FOR FURTHER INFORMATION

Centre for Professional Nursing Education,  
Perioperative Nursing for Registered Nurses  
General Program Inquiries  
Bonnie Schwanbeck, University Advisor  
Email: rn@macewan.ca  
Phone: 780-497-5188  
Toll-free: 1-888-497-9390

## FACULTY

### Director and Chair

**Shirley Galenza, M.Ed. (Calgary). BScN, RN**  
*Adult and Community Education. RN.*

**Roxanne Fox, BScN (Alberta), MSN, MBA, BScN, RN**  
*Nursing. RN.*

**Kim McLennan-Robbins**  
*RN. CPN(c).*

**Diane Denham, BScN (Alberta)**  
*Nursing. RN, CPN(c).*

**Andrea Lysak, BScN (Alberta), RNFA**  
*Nursing. RN. CPN(c)*

**Jodee Lancaster**  
*Nursing. RN.*

# POST-BASIC NURSING PRACTICE: HOSPICE PALLIATIVE CARE AND GERONTOLOGY

*Faculty of Health and Community Studies*

MacEwan.ca/PostBasic

As our population continues to age, the demand for nurses qualified to work with both the elderly and the terminally ill will increase. MacEwan University's Post-basic Nursing Practice: Hospice Palliative Care and Gerontology certificate meets this demand as it combines the common skill sets necessary for practice in the areas of gerontology or hospice palliative care. Through innovative distance education strategies, this 18-credit program challenges nurses to apply their compassion, dedication, leadership and knowledge to end-of-life care populations. Evidence-based theoretical foundations guide students to best practices in palliative care and gerontological nursing. The program also prepares nurses to write the Canadian Nurses Association gerontological or hospice palliative care certification examinations and contributes to the ongoing educational competency expectations of the provincial association.

Distance delivery courses offer mature learners the flexibility to balance their studies with professional commitments and family responsibilities. The program includes online learning discussions and activities that complement course reading materials. Nurses must select their major: hospice palliative care or gerontology. The nurse has the ability to select option courses most relevant to their personal learning needs.

## CAREER POTENTIAL

The global nursing shortage has created unprecedented career opportunities for nurses who specialize in their practice. Graduates are prepared for rewarding careers in their pursuit of excellence in a variety of acute care, continuing care, hospice or community practice settings. Nurses enrolled in the certificate program build increased knowledge and skill in the physical, social, emotional and spiritual domains of specialized client care.

## CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*

Applicants must be actively registered in Canada as one of the following:

- Registered Nurse
- Registered Psychiatric Nurse
- Graduate Nurse with a temporary permit

## PREVIOUS POST-SECONDARY WORK

*To be evaluated through the Office of the University Registrar*  
Admission in this category does not imply or guarantee the transfer of any coursework and/or credential unless a block transfer agreement (internal or external) is in effect and published in the academic calendar by the Office of the University Registrar. In addition, transfer of coursework does not imply or guarantee that an applicant will be admitted.

Applicants must have successfully completed the following from a recognized institution:

- A post-secondary Diploma, Applied Degree or Degree in a health related field.

In addition applicants are required to submit a letter of reference from an employer or instructor and a letter of intent that demonstrates:

- foundation knowledge of field
- work-related experience

## ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

### 1. English Language Proficiency

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca .

## PROGRAM OF STUDY

			*MIN CR.	GR.
NURS 475	Life Decisions and Moral Dilemmas	2		C-
NURS 476	Leadership in Care Management	2		C-
NURS 477	Therapeutic Relations in Specialty Practice	3		C-
NURS 478	Field Project	1		C-
NURS 480	Conceptualizing Gerontological Nursing Practice	2		C-
OR				
NURS 483	Conceptualizing Hospice Palliative Care	2		C-

### Option Courses

Choose a minimum of 2 from the following:

NURS 481	Responding to the Older Adult's Health Status	4		C-
NURS 482	Dementia Care in the Elderly	4		C-
NURS 484	Pain Assessment and Management	4		C-
NURS 485	Palliative Symptoms	4		C-

### \*MINIMUM GRADE TO GRADUATE

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.



## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfill in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see "Minimum Course Grade" (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Post-Basic Nursing Practice has three years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## PROGRAM GRADUATION REGULATIONS

**Active Registered Nurse License** – students must meet the specific Registered Nurse requirements as set out in the admission criteria for the duration of the program or they may be required to withdraw from the program.

## FOR FURTHER INFORMATION

Centre for Professional Nursing Education,  
Post-basic Nursing Practice: Hospice Palliative Care  
and Gerontology

General Program Inquiries

Marilyn Romanyk, University Advisor

Email: rn@macewan.ca

Phone: 780-497-5188 or

Toll-free: 1-888-497-9390

## FACULTY

### Director

**Shirley Galenza, M.Ed. (Calgary)**

*Adult and Community Education. RN.*

### Program Chair

**Gail Couch, MN (Alberta)**

*Nursing. RN.*

**Robin Cooper, MN (Alberta)**

*Nursing, RN*

**Tammy Damberger, MN (Alberta)**

*Nursing, RN.*

**Bonnie Laundhart, MN (Alberta)**

*Nursing. RN.*

**Claudia Seiler-Mutton, BScN, M.Ed. (Alberta)**

*Nursing. RN.*

# PROFESSIONAL GOLF MANAGEMENT

School of Business  
MacEwan.ca/Golf

The post-diploma certificate in Professional Golf Management is a one-year program of study exclusively designed for students interested in a career as a head golf professional. Business courses emphasize retailing, sales techniques, business computer applications and working with boards and committees. Emphasis is placed on developing knowledge of the golf swing and understanding golf swing techniques. Industry-specific courses examine golf equipment repair, sports psychology, golf course design and the essentials of setting up a golf operation as a professional.

This program appeals to people who thrive in a business environment with a customer-service focus. Excellent communication, organizational, management and golf-playing skills are critical for success as a head professional.

Before enrolling in this certificate, applicants must have completed a Business Management diploma in either the Professional Golf Management major, the Golf Operations Management major or equivalent business diploma. They must also demonstrate golf-playing skills commensurate with the CPGA playing ability standard. Structured around the golf season, classes begin in late September and end in March.

## CAREER POTENTIAL

Graduates of the post-diploma certificate in Professional Golf Management are qualified to work as head golf professionals through achievement of Class "A" certification from the Canadian Professional Golfers' Association (CPGA). Golf professionals may also seek further career advancement through positions such as executive professional, director of golf or pro-shop manager.

## TRANSFERABILITY

The completion of this certificate and the completion of the Management Studies, Professional Golf Management major diploma form a three-year package that meets the CPGA's education and accreditation process.

## CATEGORY OF ADMISSION

Applicants may be admitted to the following:

### REGULAR ADMISSION

To be evaluated through the Office of the University Registrar  
Applicants must have successfully completed the Professional Golf Management major, Golf Operations Management major, or equivalent, or a business diploma or degree.

## ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

### 1. English Language Proficiency

To be evaluated through the Office of the University Registrar

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca .

## PROGRAM OF STUDY

TERM I		CR.
PGCT 341	Golf Course Design	3
PGCT 351	Golf Equipment Repair	1
PGCT 361	Player Development	3
PGCT 362	Sports Psychology	3
MCSP 164	Golf Applications	3
PHSD 301	Scientific Analysis of the Golf Swing	3
TERM II		
PGCT 331	Setting up a Golf Operation and CPGA By-Laws	2
PGCT 352	Club Fitting	1
PGCT 353	First Aid	1
PGCT 363	Instructional Skills Seminar	2
GOMT 211	Working with Boards and Committees	1
GOMT 221	Food and Beverage Operations II	2
MGMT 132	Retail Merchandising	3
TERM III		
PGCT 371	Professional Golf Practicum	2

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see "Minimum Course Grade" (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Professional Golf Management Certificate of Achievement has three years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## FOR FURTHER INFORMATION

Professional Golf Management  
Alan Riley, Curriculum coordinator  
Jodi Campbell, University Advisor  
Phone: 780-497-5257 or 780-633-3905  
Email: golf@macewan.ca

## FACULTY

### Chair

Raina Rudko, MBA (Southern Queensland); M.Ed. (Alberta)

Matt Gawley, Dip.; Post-dip. Cert. (MacEwan University)  
*Professional Golf Management. CPGA*

Scott Killips, Dip. (MacEwan University); Dip. (Fairview)  
*Golf Operations Management; Turfgrass Management Technology*

Bill Newbigging, Dip.; Dip. (MacEwan University)  
*Golf Operations Management; Business Administration. CPGA.*

Ralph Pollock, BA (Waterloo)

Alan Riley, BA (Lethbridge)  
*CPGA Master Professional*

Lisa Rogerson, PhD (Alberta)  
*Physical Education and Recreation*

Jeanine Sears, B.Sc. (Alberta)  
*Kinesiology*

Bob Weatherby,  
*PCS.*

Adam Werbicki, Dip.; Cert. (Camosun)  
*Business; Professional Golf Management. CPGA.*

Harry Zuzak, B.Sc. (Saskatchewan)

# WOUND MANAGEMENT POST-BASIC CERTIFICATE

*Faculty of Health and Community Studies*

MacEwan.ca/Wound

The Wound Management Post-basic certificate is the only program of its kind in Canada. It provides health care practitioners with the specialty knowledge and expertise required to work in a practice setting with patients who have complex wounds resulting from a variety of disease pathologies and factors. The focus of the program is on the management of all complex wounds, but some emphasis is placed on certain populations that are at greater risk to develop wounds.

Prevention of the exacerbation of wounds is covered throughout the program. It is part of a standardized approach to wound management involving all members of an interdisciplinary wound management team.

Distance delivery courses offer mature learners the flexibility to balance their studies with professional commitments and family responsibilities. The program is offered via online distance delivery. Labs are presented live over the internet.

## CAREER POTENTIAL

As the population ages and produces a higher number of patients at risk for developing complex wounds, there is an increase in demand for health care practitioners skilled in complex wound management.

## CATEGORIES OF ADMISSION

*Applicants may be admitted to the following:*

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*  
Applicants must have, at minimum, a diploma in a health-related discipline (e.g. nursing, occupational therapy, physiotherapy, pharmacy, dietetics).

### ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

#### 1. English Language Proficiency

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca .

### OTHER ADMISSION CRITERIA

*To be evaluated through the Program*

#### Applicable to all admission categories

Applicants must have a minimum of two years work experience in a health-related discipline.

## PROGRAM OF STUDY

TERM I		CR.	*MIN. Gr.
HLST 350	Principles of Wound Assessment and Management	3	C-
HLST 351	Management of Chronic and Problem Acute Wounds	3	C-
HLST 352	Clinical Application of Wound Management	3	C-
HLST 353	Drain Sites, Fistulas and Peristomal Complications	3	C-
HLST 355	Vascular Assess of Lower Extremities	3	C-

### \*MINIMUM GRADE TO GRADUATE

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

Students are strongly encouraged to seek advice from the University Advisor about program planning.

### Progression of Studies

Students are responsible for ensuring they meet the prerequisite requirements as noted on program courses.

### Professional Code of Conduct

Students must adhere to their professional code of conduct and the confidentiality agreements signed with MacEwan University by the clinical placement/other agencies.

### Regulations Governing Clinical Courses

Students must achieve satisfactory performance in all clinical courses in accordance with the course/clinical criteria and outcome. Clinical course hours may include days, evenings, nights and weekends.

Students shall acknowledge that clinical placements may not be available at the time(s) or in the location(s) preferred by the student. While every effort shall be made by the Program to secure a suitable placement according to the student needs and or preference, all students shall accept that labour market conditions are variable and beyond the Program's control.

Notwithstanding of the above, students shall accept the first clinical placement available. In the event that a student does not accept the first available clinical placement, the Program shall not be responsible for arranging an alternative.

Students are fully responsible for obtaining required licenses and/or permit, immunizations and security clearance prior to commencing a clinical placement.

## Health Status

Students must be able, both physically and mentally, to fully undertake all program activities without the need for modifying program standards, academic or otherwise. Policy E3400, Student with Disabilities, states that students are “presumed to be capable of fulfilling the essential requirements of the program, with the provision of reasonable accommodation when required”.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university’s Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see “Minimum Course Grade” (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Wound Management has three years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## FOR FURTHER INFORMATION

Centre for Professional Nursing Education,  
Wound Management  
General Program Inquiries  
Bonnie Schwanbeck, University Advisor  
Email: rn@macewan.ca  
Phone: 780-497-5188  
Toll-free: 1-888-497-9390

## FACULTY

### Director

**Shirley Galenza, M.Ed. (Calgary)**  
*Adult and Community Education. RN.*

**Jane Ratay, BScN (Alberta)**  
*Nursing, RN, IIWCC, ET*

**Megan Lehman, MALAT (Alberta)**  
*RVT. RDMS.*

**Dorothy Phillips, MN (Alberta)**  
*Nursing, RN, ET*



# BACHELOR OF EDUCATION TRANSFER

*Offered through the Bachelor of Arts program, Faculty of Arts and Science*

MacEwan.ca/Education

MacEwan University offers a variety of university courses that may be used toward a Bachelor of Education (B.Ed.). Students can plan their program to align with the structure of the University of Alberta's B.Ed. degree and may be eligible to transfer up to 60 credits to that program. Students interested in transferring to an institution other than the U of A may also begin their studies at MacEwan University, but are urged to contact an academic advisor and consult the admission and degree requirements of their intended program prior to application to the B.Ed. transfer program at MacEwan University.

The Alberta Transfer Guide outlines the transfer agreements between MacEwan University and other accredited post-secondary institutions in the province. Information on articulated transfer agreements is available online at [www.transferalberta.ca](http://www.transferalberta.ca).

## PLEASE NOTE:

1. Students who wish to enter the B.Ed. transfer program must apply to the Bachelor of Arts program at MacEwan University.
2. Students with previous post-secondary coursework are encouraged to contact a B.Ed. academic advisor prior to application to ensure that the appropriate courses are available to accommodate their needs.

## ADMISSION REQUIREMENTS FOR THE BACHELOR OF ARTS PROGRAM

### CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

#### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*  
Applicants must have a minimum overall average of 65 per cent, with no course grade lower than 50 per cent, in the following high school courses:

1. ELA 30-1
2. Group C course
3. Three subjects from Group A, B, or C (a maximum of two Group B subjects can be used; they must be from different subject areas)

#### Notes:

- Students are strongly encouraged to present a range of courses in order to benefit from the breadth of learning and to increase the flexibility of their options in the Bachelor of Arts degree.
- Certain university-level courses have high school prerequisites and students are responsible to ensure they have fulfilled these prerequisites prior to enrolment in those courses.
- Mathematics 30-1 is required for courses in the Economics major; Mathematics 30-1 or Mathematics 30-2 is required for courses in the Psychology major.
- Specific university-level courses may be used to substitute for courses deficiencies.

Applicants with nine or more university-level credits must also present a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale.

#### MATURE ADMISSION

*To be evaluated through the Office of the University Registrar*  
Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term. Applicant must have the following:

- ELA 30-1 with a minimum grade of 65 per cent (or equivalent)

#### OR

- Six credits of university-level English with no grade less than C-

Applicants with nine or more university-level credits must also present a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale.

#### PREVIOUS POST-SECONDARY WORK

*To be evaluated through the Office of the University Registrar*  
Admission in this category does not imply or guarantee the transfer of any coursework and/or credential unless a block transfer agreement (internal or external) is in effect and published in the academic calendar by the Office of the University Registrar. In addition, transfer of coursework does not imply or guarantee that an applicant will be admitted.

Applicants must have successfully completed the following from a recognized institution:

- A minimum of 24 credits of university transferable coursework with a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale and must have completed the required high school courses listed under the Regular Admission category.

#### PROBATIONARY ADMISSION

*To be evaluated through the Program*

A limited number of probationary admissions may be granted to applicants who meet the admission criteria outlined in one of the categories of admission and who have attempted nine or more university-level credits but their Admission Grade Point Average (AGPA) is less than 2.0 on a 4.0 scale.

To be considered in the probationary admission category, at the time of admission an applicant must present:

- An Admission Grade Point Average (AGPA) between 1.5 and 1.99.

#### AND

- No grade less than C on the most recent nine credits of university-level course work.

#### OR

- A minimum Grade Point Average (GPA) of 2.0 on the most recent twelve or more credits of university-level course work.

Applicants who do not satisfy all these conditions will not be considered for admission in this category.

Those students accepted into the probationary category will be required to sign a probation contract.

## ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

### 1. English Language Proficiency

To be evaluated through the Office of the University Registrar

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca .

## OTHER ADMISSION CRITERIA

To be evaluated through the Office of the University Registrar

#### Applicable to all admission categories

Applicants who have been assigned two unsatisfactory academic records within the past five years will not be considered for admission or re-admission to the program until a minimum three years from the date of the assignment of the last unsatisfactory academic record. For the purpose of admission or re-admission, an unsatisfactory record is defined as a transcript with the notation 'required to withdraw' or equivalent.

## GENERAL PROGRAM INFORMATION

Students may complete up to 60 credits at MacEwan University toward the 120 credits required for a B.Ed. degree at the University of Alberta. The U of A's B.Ed. program is divided into two routes: elementary education (Kindergarten to Grade 6) and secondary education (Grade 7 to Grade 12). Some students may require transfer before 60 credits have been completed at MacEwan University; therefore, students should consult the appropriate planning information for either route. Detailed B.Ed. program planning sheets are available at the Program Services office, Room 6-211, City Centre Campus.

## ELEMENTARY EDUCATION ROUTE

The elementary education route prepares teachers as generalists, competent to teach all subject areas. Of the required 120 credits for a B.Ed. elementary education route, students can take courses from the following requirements at MacEwan University:

**Non-Education Courses** – 51 credits at MacEwan University; which includes:

- Language/Literature – nine credits
- Math – six credits
- Social Science – six credits
- Natural Science – six credits
- Fine Arts – six credits
- Physical and Health Education – six credits
- Aboriginal & Indigenous Histories & Culture – three credits
- Non-Education Options – nine credits

**Education Courses** – nine credits some of which may be taken at MacEwan University in: Contexts of Education, Introduction to Education Technology, and Aboriginal Education and the Context for Professional Engagement.

## SECONDARY EDUCATION ROUTE

Students in the secondary education route must take a major and minor teaching subject. The number of credits that secondary education route students may complete at MacEwan University depends on their major and minor. Students wishing to stay at MacEwan University for a second year should consult an academic advisor in the Program office.

Of the required 120 credits for a B.Ed. secondary education route, students can take courses from the following requirements at MacEwan University:

- Major – Up to 36 credits, some of which may be taken at MacEwan University
- Minor – Up to 18 credits, some of which may be taken at MacEwan University
- English/French Literature & Composition – six credits, which may be taken at MacEwan University

**Education Courses** – nine credits some of which may be taken at MacEwan University in: Contexts of Education, Introduction to Education Technology, and Aboriginal Education and the Context for Professional Engagement.

**Note:** Students intending to pursue a specialization in art or music should apply directly to the Faculty of Education to begin their degree.

## TRANSFERABILITY

All courses completed in the BEd Transfer program are credit courses and may be individually transferable toward further study at other Alberta institutions. For current, detailed information on individual course transferability, refer to the Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly. Most post-secondary institutions allow the transfer of a maximum of 60 credits at the baccalaureate-level towards their program requirements. Students should research the program of study and transfer policies at the institution they wish to attend to ensure compliance with admission and graduation requirements.

The minimum admission grade point average (AGPA) to the University of Alberta is 2.0. However, admission to the Faculty of Education is competitive; therefore, the actual AGPA may be higher. For full admission details please contact the University of Alberta, Faculty of Education.

For additional information on transferring from the BEd Transfer program, please refer to the program website at [MacEwan.ca/Education](http://MacEwan.ca/Education) or contact an academic advisor.



**FOR FURTHER INFORMATION**

Bachelor of Education Transfer  
 Room 6-211, Program Services, City Centre Campus  
 10700 – 104 Avenue NW  
 Edmonton, AB T5J 4S2  
 Program Office: 780-497-5653  
 Email: bartquestion@macewan.ca

**Chair**

Robert Wiznura, PhD (British Columbia)  
*English*

**FACULTY OF ARTS AND SCIENCE PROGRAM SERVICES****Director**

Naomi Beke, M.Sc.

**Advisors**

Miya Abe, BA  
 Clare Ard, MA  
 Colleen Ascher, BA  
 Kimberly Bownes, B.Ed.  
 Janice deGraaf, BA, BA  
 Larisa Hayduk, B.Ed.  
 Nicole McLellan, BA  
 Josie O'Reilly, B.Sc.  
 Kerry Precht, MA  
 Karen Ravagnolo, MA  
 Erin Wight, BA

Courses in this program are taught by faculty in the Faculty of Arts and Science. For the faculty listing, refer to page 62 (Bachelor of Arts faculty listing) and page 91 (Bachelor of Science faculty listing).

# BACHELOR OF PHYSICAL EDUCATION TRANSFER

*Faculty of Health and Community Studies*

MacEwan.ca/PhysEd

The Bachelor of Physical Education Transfer program offers first and second-year courses towards a Bachelor of Physical Education offered by the Faculty of Physical Education and Recreation at the University of Alberta. The University of Alberta also offers the Bachelor of Science in Kinesiology, and the five-year combined Bachelor of Physical Education/ Bachelor of Education degrees. MacEwan University offers the required first and second-year courses for these programs. Students interested in these degree streams are encouraged to contact an advisor.

The small size of this program ensures that students in each year function as a cohesive cohort, giving students the opportunity to become familiar with their instructors and classmates. Additionally, MacEwan University provides many opportunities to participate in intramural and interscholastic athletic activities.

Admission to the program is competitive and is subject to a quota. The competitive admission average may be considerably higher than the posted minimum.

## CAREER POTENTIAL

A physical education degree goes a long way. Growing interest in health and personal fitness makes this degree an attractive area of study for the future. Potential growth occupations include secondary and elementary school teachers, administrative and managerial positions, and lifestyle and fitness consultants. Graduates have also found work as athletic therapists, coaches and kinesiologists. Graduates have continued their education and entered professional programs such as Physiotherapy and Medicine. The physical education experience provides a well-rounded education and the people skills needed to find employment in a variety of areas.

## TRANSFERABILITY

All courses completed within the Bachelor of Physical Education Transfer program are credit courses and may be transferable individually toward further study at other Alberta institutions. For current, detailed information on individual course transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

The Bachelor of Physical Education Transfer program is aligned to specifically meet the admission and program requirements at the University of Alberta.

- a) Students in the program who have achieved a GPA of 2.5 on their most recent 24 credits and who have successfully completed a minimum of 45 university transferable credits are guaranteed entrance to the Bachelor of Physical Education degree at the University of Alberta.
- b) Students who have completed a minimum of 45 credits with a GPA below 2.5 on their most recent 24 credits may be offered admission on a space available basis.  
**NOTE:** Admission will be competitive.

Students are eligible to apply for admission to the Faculty of Physical Education and Recreation at the University of Alberta in the BSc (Kinesiology) and combined BPE/BEEd routes if they have:

- a) Successfully completed the five required matriculation subjects (BSc (Kinesiology) students must see an advisor).
- b) Met all other admission criteria established by the Faculty of Physical Education and Recreation (including presenting the competitive admission average on the most recent 24 credits).

The University of Alberta retains the right to impose quota restrictions on any faculty and possession of all the minimum requirements may not guarantee admission.

Students may also transfer to an institution other than the University of Alberta after one or two years of study. Each institution has its own admission and graduation requirements. Students are responsible for familiarizing themselves with the requirements of the institution of their choice. For additional information on transferring from the Bachelor of Physical Education Transfer program, including information on transferring individual coursework to the University of Alberta, please see an advisor.

## CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*

Applicants must have a minimum overall average of 65 per cent, with no course grade lower than 50 per cent, in the following high school courses:

1. ELA 30-1 with a minimum grade of 60 per cent
2. Biology 30 with a minimum grade of 60 per cent
3. Two Group A or C courses
4. One Group B or C course or Physical Education 30

### Notes:

- Physical Education 30 must be 5 or more credits.
- Only one language, other than English, will be accepted towards admission.
- Applicants must have completed the appropriate high school courses or present university transferable post-secondary substitutions.

Applicants with nine or more university-level credits must also present a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale (no time limit on calculation of AGPA).

## MATURE ADMISSION

To be evaluated through the Office of the University Registrar  
 Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term. Applicants must have a minimum overall average of 65 per cent, in the following high school courses:

1. ELA 30-1 with a minimum grade of 60 per cent
2. Biology 30 with a minimum grade of 60 per cent

### Note:

- Applicants must have completed the appropriate high school courses or present university transferable post-secondary substitutions.

Applicants with nine or more university-level credits must also present a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale (no time limit on calculation of AGPA).

## PREVIOUS POST-SECONDARY WORK

To be evaluated through the Office of the University Registrar  
 Admission in this category does not imply or guarantee the transfer of any coursework and/or credential unless a block transfer agreement (internal or external) is in effect and published in the academic calendar by the Office of the University Registrar. In addition, transfer of coursework does not imply or guarantee that an applicant will be admitted.

Applicants must have successfully completed the following from a recognized institution:

- A minimum of 24 credits of university transferable coursework with a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale and must have completed the required core courses listed under the Regular or Mature Admission category.

## ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

### 1. English Language Proficiency

To be evaluated through the Office of the University Registrar

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca .

## PROGRAM OF STUDY

The curriculum offered by MacEwan University is designed to provide the student with courses similar to the first- and second-year at the University of Alberta, Faculty of Physical Education and Recreation.

### YEAR I

	<b>CR.</b>	
ENGL 102	Analysis and Argument	3
ENGL 103	Introduction to Literature	3
HEED 110	Personal Health and Well-Being	3
PACT 101	Principles of Physical Activity	3
OR		
PEDS 294	A Conceptual Approach to Physical Activity	3
PEDS 100	Structural Anatomy	3
PEDS 101	Introduction to Human Physiology	3
PEDS 103	Introduction to Integrative Human Physiology	3
PERL 104	Introduction to Sociocultural Aspects of Leisure and Sport	3
PERL 105	Introduction to the Administration of Sport and Physical Education Programs	3
PESS 195	The Spectrum of Dance in Society	3

### YEAR II

PEDS 200	Exercise Physiology	3
PEDS 203	Skill Acquisition and Performance	3
PEDS 206	Qualitative Biomechanics	3
PERL 204	Leisure and Sport in Canadian Society: Historical Perspective	3
PERL 207	Physical Activity and Leisure for Special Populations	3
PSYC 104	Introductory Psychology	3
	PACT subject coursework	6

Options – 6 Credits

Students normally take:

PEDS 201	Applied Ethics in Physical Education	3
OR		
PEDS 205	Introduction to Outdoor Environmental Education	3
PEDS 240	Introduction to Sports Injuries	3
PEDS 307	Physical Growth and Psychomotor Development	3

## FOR FURTHER INFORMATION

Bachelor of Physical Education Transfer

Email: [physed@macewan.ca](mailto:physed@macewan.ca)

Ph: 780-497-4567

## Chair

**John Valentine, MA (Carleton); MA (Alberta)**

*Physical Education; Canadian Studies*

## FACULTY

**Paul Chahal, PhD (Alberta)**

*Exercise Physiology*

**Dave Kato, MA (Indiana State)**

*Sports Medicine/Exercise Physiology*

**Cynthia Puddu, M.Sc. (Alberta)**

*Physical Education*

# BACHELOR OF SCIENCE IN ENGINEERING TRANSFER

*Faculty of Arts and Science*

MacEwan.ca/Engineering

The Bachelor of Science in Engineering Transfer program offers first-year courses that may be used toward obtaining a Bachelor of Science in Engineering at the University of Alberta. Credit for courses taken at MacEwan University may be transferred to other post-secondary institutions within or outside Alberta. For a complete listing of transferable courses within Alberta, refer to the Alberta Transfer Guide website at [www.transferalberta.ca](http://www.transferalberta.ca).

MacEwan University provides a student-centred focus in the delivery of the program by offering small class sizes, extra tutorial sessions and an annual boot camp to prepare students for the challenging course material.

Admission to the Bachelor of Science in Engineering Transfer program is competitive and is subject to a quota. The competitive admission average may be considerably higher than the posted minimum. Within the overall quota, limitations are also placed on the number of international (visa) and mature students, and on the number of students who have been previously enrolled in other post-secondary institutions.

## CAREER POTENTIAL

Alberta has experienced vigorous economic growth. With such growth comes the workforce's dependence on trained engineers in a variety of disciplines. The Government of Alberta has identified engineering as one of the top prospects for continued growth. It specifically names the fields of civil, mechanical, electrical, mining and chemical engineering as being areas of high growth demand.

## TRANSFERABILITY

All courses completed within the Bachelor of Science in Engineering Transfer program are credit courses and may be transferable individually toward further study at other Alberta institutions. For current, detailed information on individual course transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution.

The Bachelor of Science in Engineering Transfer program is specifically aligned to meet the admission and program requirements at the University of Alberta. The general requirements for transferring into Year II at the Faculty of Engineering are:

1. A minimum grade point average of 2.5 on the 4.0 scale.
2. Successful completion with a grade of C- or higher of a minimum of 30 engineering transfer credits (not including ENGG 100 and ENGG 101). Successful completion means a grade of C- or higher.

Students are advised that transfer to the Faculty of Engineering at the University of Alberta has become increasingly competitive. A grade point average of 2.5 on the 4.0 scale is required as a minimum to attain successful admission to the Faculty of Engineering. The University of Alberta retains the right to impose quota restrictions

and competitive admission requirements on any faculty – possession of all the minimum requirements does not guarantee admission to the university or a particular faculty.

Students may also transfer to an institution other than the University of Alberta after one year of study. Each institution has its own admission and graduation requirements. Students are responsible for familiarizing themselves with the requirements of the institution of their choice. For additional information on transferring from the Bachelor of Science in Engineering Transfer program and individual coursework to the University of Alberta or another institution, contact a program advisor.

## CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*

Applicants must have a minimum overall average of 65 per cent, with no course grade lower than 50 per cent, in the following high school courses:

1. ELA 30-1
2. Chemistry 30
3. Mathematics 30-1
4. Mathematics 31
5. Physics 30

### Note:

- Up to two relevant post-secondary substitutions may be used in lieu of high school courses.

*To be evaluated through the Program*

Applicants who have completed any university transfer credits in a non-engineering program and satisfy the requirements for Regular or Mature Admission will be assessed for Program eligibility.

Applicants with nine or more university-level credits must also present a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale (no time limit on calculation of AGPA).

**MATURE ADMISSION**

To be evaluated through the Office of the University Registrar  
Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term. Applicants must have a minimum grade of 70 per cent in each of the following high school courses:

1. Mathematics 30-1
2. Chemistry 30
3. Physics 30
4. Mathematics 31

AND

5. ELA 30-1 with a minimum grade of 50 per cent

**Note:**

- Up to two relevant post-secondary substitutions may be used in lieu of high school courses.

To be evaluated through the Program

Applicants who have completed any university transfer credits in a non-engineering program and satisfy the requirements for Regular or Mature Admission will be assessed for Program eligibility.

Applicants with nine or more university-level credits must also present a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale (no time limit on calculation of AGPA).

**ADDITIONAL ADMISSION CRITERIA**

All applicants must meet the following:

**1. Skills Appraisal**

To be evaluated through the Office of the University Registrar

**Applicable to mature admission categories**

- Unless otherwise specified, identified Skills Appraisal requirements must be completed by the beginning of the intake term.

Applicants must complete the Skills Appraisal only if they do not present ELA 30-1 with a minimum grade of 65 per cent.

**Writing:** Applicants must successfully complete the writing portion OR complete any developmental course work with a minimum grade of C-.

**Reading:** Applicants must successfully complete the reading portion OR complete any developmental course work with a minimum grade of C-.

**1. English Language Proficiency**

To be evaluated through the Office of the University Registrar

**Applicable to all admission categories**

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca

**OTHER ADMISSION CRITERIA**

To be evaluated through the Office of the University Registrar

**Applicable to all admission categories**

Applicants who have been required to withdraw twice from any accredited post-secondary institution or once from any engineering program will not be considered for admission or re-admission to the Program. In addition, applicants who have completed any university transfer credits in an accredited engineering program will not be considered for admission or re-admission.

To be evaluated through the Program

Applicants cannot be accepted for admission into the program who have more than two core engineering courses from the first year program of study (this includes English but not complementary studies electives).

Applicants who complete specific engineering technology diploma courses from NAIT, SAIT or Lethbridge College will be considered for admission with a minimum Admission Grade Point Average (AGPA) of 3.3 on a 4.0 scale.

**PROGRAM OF STUDY****YEAR I**

<b>TERM I</b>		<b>CR.</b>	<b>*Min Gr.</b>
CHME 103	Introductory University Chemistry I	4.3	
ENGG 100	Orientation to the Engineering Profession I	1	CR
ENGG 130	Engineering Mechanics	4	
ENGL 199	Essentials of Writing for Engineering Students	3	
MATH 100	Calculus I	4	
PHYS 130	Wave, Motion, Optics and Sound	3.8	
<b>TERM II</b>			
CHME 105	Introductory University Chemistry II	3.8	
ENCP 100	Computer Programming for Engineers	3.8	
ENGG 101	Orientation to the Engineering Profession II	1	CR
ENPH 131	Mechanics	4.3	
MATH 101	Calculus II	3.5	
MATH 102	Applied Linear Algebra	3.5	

**FOR FURTHER INFORMATION**

Bachelor of Science in Engineering Transfer  
Room 6-211, Program Services, City Centre Campus  
10700 – 104 Avenue NW  
Edmonton, AB T5J 4S2  
Program Office: 780-497-4520  
Email: engineering@macewan.ca

**Chair**

**Shelley Lorimer, PhD (Alberta)**  
*Mechanical Engineering. P.Eng.*

## FACULTY OF ARTS AND SCIENCE PROGRAM SERVICES

### Director

Naomi Beke, M.Sc.

### Advisors

Miya Abe, BA

Clare Ard, MA

Kimberly Bownes, B.Ed.

Janice deGraaf, BA

Larisa Hayduk, B.Ed.

Nicole McLellan, BA

Kerry Precht, MA

Josie O'Reilly, B.Sc.

Karen Ravagnolo, MA

Erin Wight, BA

### FACULTY

Ken Fyfe, PhD (Waterloo)

*Mechanical Engineering. P.Eng.*

Courses in this program are taught by faculty in the Faculty of Arts and Science. For the faculty listing, refer to page 62 (Bachelor of Arts faculty listing) and page 91 (Bachelor of Science faculty listing).

# BACHELOR OF PROFESSIONAL ARTS IN CRIMINAL JUSTICE

## *MacEwan University in partnership with Athabasca University*

The Bachelor of Professional Arts in Criminal Justice (BPA – Criminal Justice) is a collaborative degree program between MacEwan University and Athabasca University. This innovative program is designed for students who have completed a two-year diploma in Correctional Services, or Police and Investigations: Investigative Studies or Police Studies at MacEwan University or an equivalent diploma.

Building on the two-year diploma, this program provides students with an additional two years of arts and administrative study courses along with specialized senior courses in criminal justice. The degree equips graduates with critical-thinking skills, administrative skills and advanced education in areas such as community policing, cross-cultural awareness, the environment, organized crime, managing family violence, and law and policing that are needed by police, corrections, security and other enforcement officers.

Courses are offered on-site at MacEwan University's City Centre Campus. The program is also available through home study. The program can be completed through part-time or full-time studies. Entry into the final two years of the degree occurs at any term.

## CAREER POTENTIAL

The BPA – Criminal Justice degree provides individuals with increased opportunities for employment and career advancement in the criminal justice field by expanding the breadth and depth of their knowledge. It builds on experiences by offering senior university courses in criminal justice, administration and arts, which employers now demand for senior management positions in policing, correctional services, customs and law and security.

## TRANSFERABILITY

The Bachelor of Professional Arts in Criminal Justice program from Athabasca University is offered in partnership with MacEwan University. Students who have successfully completed a two-year diploma in a criminal justice, law enforcement or corrections-related fields are eligible for admission. MacEwan University diploma graduates from Correctional Services and the Police and Investigations (Investigative Studies or Police Studies majors) programs are encouraged to consider this program in their plans for further study.

The Bachelor of Professional Arts in Criminal Justice program requires completion of 120 course credits, which are attained by both

- a) the transfer of the completed 60-credit criminal justice, law enforcement or corrections-related diploma
- b) successful completion of 60 credits of senior arts and administration courses and specialized senior courses in criminal justice from Athabasca University

Athabasca University provides a university education through distance education.

For additional information on transferring to the Bachelor of Professional Arts in Criminal Justice program, please contact a program advisor in the Correctional Services, Investigative Studies or the Police Studies diploma programs.

## FOR FURTHER INFORMATION

For specific information on the MacEwan University diploma programs transferable to this degree, contact these programs directly or check their websites:

Correctional Services  
Phone: 780-497-5296  
Website: [MacEwan.ca/Corrections](http://MacEwan.ca/Corrections)

Police and Investigations: Investigative Studies  
Phone: 780-497-5186  
Website: [MacEwan.ca/Investigations](http://MacEwan.ca/Investigations)

Police and Investigations: Police Studies  
Phone: 780-497-5186  
Website: [MacEwan.ca/Police](http://MacEwan.ca/Police)

BPA – Criminal Justice at Athabasca University  
Phone: 780-497-3409  
Toll-free: 1-800-788-9041  
Website: [www.athabascau.ca](http://www.athabascau.ca)  
MacEwan University contact: 780-497-5379



## CERTIFICATE AND DIPLOMA PROGRAMS

Accounting and Strategic Measurement . . . . .	127
Acupuncture . . . . .	130
Arts and Cultural Management . . . . .	133
Asia Pacific Management . . . . .	136
Business Management . . . . .	138
Correctional Services . . . . .	147
Design Studies . . . . .	150
Disability Management in the Workplace . . . . .	154
Disability Studies: Leadership and Community . . . . .	156
Early Learning and Child Care . . . . .	159
Emergency Communications and Response . . . . .	162
Fine Art . . . . .	164
General Studies . . . . .	167
Hearing Aid Practitioner . . . . .	170
Human Resources Management . . . . .	173
Legal Assistant . . . . .	176
Library and Information Technology . . . . .	178
Massage Therapy . . . . .	181
Music . . . . .	184
Occupational Health Nursing . . . . .	188
Office Assistant . . . . .	190
Police and Investigations . . . . .	193
Psychiatric Nursing . . . . .	197
Public Relations . . . . .	201
Social Work . . . . .	203
Special Needs Educational Assistant . . . . .	206
Theatre Arts . . . . .	208
Theatre Production . . . . .	211
Therapist Assistant . . . . .	214
Travel . . . . .	219



# ACCOUNTING AND STRATEGIC MEASUREMENT

*School of Business*

MacEwan.ca/Accounting

- Accounting Technology certificate
- Accounting and Strategic Measurement diploma

Success in today's business world depends on sound decisions based on timely, accurate and well-directed financial information. Successful accounting students have good analytical skills, are able to work in a team environment and are self-motivated. In addition, they need effective oral and written communication skills for success.

Good computing skills are essential for this technology-integrated program. Students enrolled in the day sections carry and use laptop computers throughout the program for optimal learning. Students are responsible for the hardware and software costs.

The Accounting and Strategic Measurement program provides multiple opportunities to enter or exit the program, or progress to more advanced studies. Students have the option of working toward either the one-year Accounting Technology certificate or a two-year diploma. Students also have the opportunity to apply their diploma toward the first two years of the Bachelor of Applied Business Administration – Accounting, or can choose from other degree completion options. Students performing at a high level (3.0 or above on their AGPA) may also consider applying for a block transfer to the Bachelor of Commerce – Accounting major.

This program requires that students carry and use a laptop computer for most daytime classes. Evening and online students must have access to a computer. For information on the laptop hardware and software requirements, please contact a program advisor.

## Accounting Technology certificate

The Accounting Technology certificate is designed to provide students with practical, marketable skills, and comprises the first 10 courses of the diploma. The program may be taken on a full-time basis during the day, commencing in September or January. The part-time program is offered in the evening each term (September and January start) and, during the day, winter term only (January start). This certificate is also available online.

## CAREER POTENTIAL

With skills in accounting and computing, graduates of this program may pursue careers in administrative or financial positions in a variety of environments, such as private business, government, industry, accounting firms, financial institutions, hospitals and consulting firms. Students completing this certificate typically find entry-level positions as accounting technicians, accounting clerks and bookkeepers.

## TRANSFERABILITY

All courses completed for the Accounting Technology certificate are credit courses and may be transferable individually toward further study at other Alberta institutions. For current, detailed information on individual course transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

Students with a completed certificate in this program may also apply for exemptions with the Canadian Institute of Bookkeeping (CIB). Individual courses are also recognized by the professional certification programs offered by the Certified Management Accountants of Alberta (CMA), the Certified General Accountants of Alberta (CGA) and the Institute of Chartered Accountants of Alberta (CA).

## Accounting and Strategic Measurement diploma

The Accounting and Strategic Measurement diploma provides a comprehensive overview of accounting procedures and principles. Students in the program learn about basic management, cost and financial accounting, finance, taxation, computer applications and management skills. These courses may be taken on a full-time basis during the day, commencing in September or January. The part-time program is offered in the evening each term (September and January). Courses from this program provide exemption and meet prerequisites for the CA, CGA or CMA programs.

## CAREER POTENTIAL

Graduates of the diploma program apply their training and skills as accountants in private business, public accounting firms, financial institutions, government, hospitals, industry and consulting firms. Common starting positions include analysts, junior accountants, payroll accountants, financial accountants, cost accountants, assistant controllers and accounting technicians. The experience and learning acquired through the integration of technology gives graduates unequalled leverage in the job market.

## TRANSFERABILITY

### INTERNAL OPPORTUNITIES

MacEwan University is committed to providing bridging and laddering opportunities to its certificate and diploma graduates. Graduates of this diploma program may be granted up to 60 credits to MacEwan University's Bachelor of Commerce program. Students are advised to consult a program advisor for the Commerce program for specific admission requirements.

**EXTERNAL TRANSFER**

All courses completed for the Accounting and Strategic Measurement diploma are credit courses and may be transferable individually toward further study at other Alberta institutions. Students presenting a completed diploma in this program may receive up to 60 credits of transfer credit at Athabasca University and the University of Lethbridge. For current, detailed information on individual course and diploma transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

Individual courses are also recognized by the professional certification programs offered by the Certified Management Accountants of Alberta (CMA), the Certified General Accountants of Alberta (CGA) and the Institute of Chartered Accountants of Alberta (CA).

**CATEGORIES OF ADMISSION**

Applicants may be admitted to one of the following:

**REGULAR ADMISSION**

*To be evaluated through the Office of the University Registrar*

1. a) Applicants must have an Alberta high school diploma (or equivalent).

OR

- b) Applicants must have a minimum overall average of 65 per cent, with no course grade lower than 50 per cent, in the following high school courses:
1. ELA 30-1
  2. Mathematics 30-1 or Mathematics 30-2
  3. One Group A course
  4. One Group C course
  5. One Group A, B or C course

**MATURE ADMISSION**

*To be evaluated through the Office of the University Registrar*  
Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term.

**ADDITIONAL ADMISSION CRITERIA**

All applicants must meet the following:

**1. Skills Appraisal**

*To be evaluated through the Office of the University Registrar*

**Applicable to all admission categories\***

- Unless otherwise specified, identified Skills Appraisal requirements must be completed by the beginning of the intake term.

Applicants must complete the Skills Appraisal only if they do not present ELA 30-1 with a minimum grade of 65 per cent or ELA 30-2 with a minimum grade of 75 per cent.

2. Applicants must complete the math portion of the Skills Appraisal only if they do not present Mathematics 30-1 or Mathematics 30-2 or Applied Mathematics 30 with a minimum grade of 65 per cent.

**Writing:** Applicants must successfully complete the writing portion OR complete any developmental course work with a minimum grade of C-.

**Reading:** Applicants must successfully complete the reading portion OR complete any developmental course work with a minimum grade of C-.

**Math:** Applicants must successfully complete the math portion OR complete any developmental course work with a minimum grade of C-.

\*Under Regular Admission, Skills Appraisal is only applicable to applicants under category 1.a).

**1. English Language Proficiency**

*To be evaluated through the Office of the University Registrar*

**Applicable to all admission categories**

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at [MacEwan.ca](http://MacEwan.ca).

**PROGRAM OF STUDY****ACCOUNTING TECHNOLOGY CERTIFICATE – 30 CREDITS (YEAR I)****ACCOUNTING AND STRATEGIC MEASUREMENT DIPLOMA – 60 CREDITS (YEARS I AND II)****YEAR I****TERM I**

		<b>CR.</b>
ACCT 111	Financial Accounting I*	3
MGMT 107	Business Computing*	3
MGMT 122	Organizational Behaviour	3
ECON 101	Introduction to Microeconomics	3
ENGL 111	Communications*	3

**TERM II**

ACCT 161	Financial Accounting II*	3
ACCT 164	Accounting Software Applications	3
LEGL 210	Business Law I	3
ACCT 162	Practical Tax Applications*	3
ACCT 218	Management Accounting I*	3

**YEAR II****TERM III**

ACCT 211	Financial Accounting III*	3
ACCT 215	Quantitative Decision Support*	3
ACCT 268	Management Accounting II*	3
ACCT 214	Integrated Accounting Systems	3
ENGL 211	Business Communications	3

**TERM IV**

ACCT 255	Financial Management*	3
ACCT 261	Financial Accounting IV*	3
ACCT 275	Accounting Information Systems*	3
ACCT 318	Management Accounting III*	3
	Elective	3

\*required for entry to the Bachelor of Applied Business Administration – Accounting

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfill in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see "Minimum Course Grade" (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Accounting and Strategic Measurement has seven years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## FOR FURTHER INFORMATION

Accounting Technology certificate  
Accounting and Strategic Measurement diploma  
Heather Molzan, University Advisor  
Phone: 780-497-5221  
Email: [accounting@macewan.ca](mailto:accounting@macewan.ca)

## FACULTY

### Chair

**Darlene Lowe, MBA (Athabasca)**  
CMA

**W. Les Barnhouse**  
CMA.

**Leslie Blyth, PhD (Berne)**  
*Business Administration; Accounting. CGA. CA(R). FCIS. P.AdM. ACP.*

**Sue Bohaichuk, Dip. (NAIT)**  
CMA.

**Steve Bruns, Cert. (Alberta)**  
CMA.

**Jane Causgrove-Reinhart, MBA (Alberta)**  
*Finance and Organizational Theory. CGA; CFP.*

**Chris Hancock, MBA (Southern Queensland)**

**Corey Hill, B. Mgmt (Athabasca)**  
CA.

**Stephanie Ibach, MBA (Alberta)**  
CGA.

**Michelle Malin, MPAcc (Saskatchewan)**  
CA.

**Irina Levin, BA (Athabasca)**  
CA.

**Heather Mechalski**  
*Fiance; FCGA.*

**Beata Montgomery, BBA (NAIT)**  
CGA.

**Sandi Mullane, Cert. (NAIT)**  
CGA.

**Odette Pinto, PhD (Alberta)**  
*Accounting; Taxation. CGA.*

**Dal Pirot, MPA (Saskatchewan)**  
CGA.

**Doug Ringrose, M.Ed. (Alberta)**  
*Financial Accounting. CPA.*

**Raina Rudko, MBA (Southern Queensland); M.Ed. (Alberta)**  
*Statistics and Finance*

**Greg Springate, MBA (Simon Fraser)**  
CA.

**Bill Venables, B.Sc. (Alberta)**  
*IT; Management. P.Eng. CNE. CCNA. CCAI.*

**Fraser Wilson, MBA (Toronto)**  
*Finance*

**Brian Yahn, B.Com (Alberta)**  
CGA.



**OTHER ADMISSION CRITERIA**

*To be evaluated through the Program*

**Applicable to all admission categories**

Conditionally accepted applicants are required to submit the following:

- Current, clear Security Clearance to work with 'Children and/or Vulnerable Persons (adults and children) by the beginning of the intake term.
- The first in Hepatitis B series must be completed by the beginning of the intake term; full Hepatitis B series must be completed by six months\* from the program start date.
- Current Standard First Aid including CPR level C certification by the end of the second term\*.

**\*Provisional Admission** – may be assigned to an applicant who has been offered admission to the Program in one of the above admission categories. The offer of provisional admission is based on completion of specified conditions that must be satisfied within the first year of enrolment by the date specified in the offer. Access to courses, activities, and /or field placement or clinical studies may be limited until all provisional requirements are met.

**PROGRAM OF STUDY**

**YEAR I**

<b>TERM I</b>		<b>CR.</b>	<b>*MIN GR.</b>
ACUP 105	Introduction to Qi Gong and Tui Na	1	C
ACUP 106	Medical Terminology	1	C
ACUP 117	Foundations of Traditional Chinese Medicine	4	C
ENGL 111	Communications	3	
HLSC 104	Applied Human Anatomy	3	
MTST 125	Physiology I	3	

<b>TERM II</b>			
ACUP 101	Meridian Systems and Acupuncture Points I	3	C
ACUP 104	Diagnostics in Traditional Chinese Medicine	3	C
ACUP 114	Introduction to Research Methodology	2	C
ACUP 115	Qi Gong and Tuina II	2	C
ACUP 119	Foundations of Traditional Chinese Medicine II	3	C
MTST 126	Physiology II	3	

<b>TERM III</b>			
ACUP 103	Meridian Systems and Acupuncture Points II	3	C
ACUP 108	Clinical Observation	1	C
ACUP 116	TCM Diagnostics Lab	1	C
HLSC 124	Microbiology for Health Professionals	3	

**YEAR II**

<b>TERM IV</b>			
ACUP 110	Meridian Systems and Acupuncture Points III	3	C
ACUP 112	Traditional Chinese Medicine Internal Therapeutics I	2	C
ACUP 113	Clinical Observation and Practice I	1	C
ACUP 203	Therapeutic Principles of Acupuncture Point Selection and Combination	2	C
ACUP 205	Traditional Chinese Medicine Modalities I	1	C
HLSC 222	Alterations in Health Across the Lifespan	3	

**TERM V**

ACUP 201	Extra Meridians and Microsystems	2	C
ACUP 204	Traditional Chinese Medicine Internal Therapeutics II	3	C
ACUP 208	Clinical Observation and Practice II	2	C
ACUP 210	Traditional Chinese Medicine Modalities II	3	C
ACUP 213	Traditional Chinese Medicine External Therapeutics I	3	C

**TERM VI**

ACUP 209	Internal Medicine	3	C
ACUP 211	Traditional Chinese Medicine Internal Therapeutics III	3	C
ACUP 215	Internship I	1	C
ACUP 216	Traditional Chinese Medicine External Therapeutics II	2	C

**YEAR III**

**TERM VII**

ACUP 206	Traditional Chinese Medicine Nutrition, Lifestyle and Zhong Yao	3	C
ACUP 214	Clinical Case Studies I	1	C
ACUP 218	Professional Ethics and Regulations	1	C
ACUP 220	Internship II	2	C
ACUP 221	Traditional Chinese Medicine Internal Therapeutics IV	3	C

**TERM VIII**

ACUP 111	Diagnostics in Traditional Chinese Medicine II	3	C
ACUP 303	Internship III	2	C
ACUP 305	Practice Management and Professional Entry Requirements	3	C
HLSC 220	Pharmacotherapeutics for Health Professionals	3	

**TERM IX**

ACUP 219	Clinical Case Studies II	2	C
ACUP 304	Internship IV	2	C
ACUP 311	Acupuncture Safety Course (Clean Needle Technique)	1	C
ACUP 312	Chinese Herbology for Acupuncturists	2	C

**\*MINIMUM GRADE TO GRADUATE**

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.



# ARTS AND CULTURAL MANAGEMENT

*Centre for the Arts and Communications*

MacEwan.ca/ArtsManagement

Due to the increasing demand for qualified arts and cultural managers, MacEwan University now offers an innovative and dynamic two-year 60-credit diploma program in Arts and Cultural Management. Whether you are a practicing artist looking for the skill set to manage your own career or someone who loves supporting the creation and development of arts and culture in your community, this new diploma program will prepare you to take on administrative and management roles in the creative and cultural sectors. Building on the success of more than 30 years of arts management training at MacEwan University, you will leave the program with the skills you need to begin an exciting new career in arts and cultural management.

Through the program you develop close ties to the arts and cultural community, and you will emerge from your studies ready to assist organizations in the areas of fund/resource and audience development, publicity and media relations, human resource management, special event and project management and much more.

After completing the academic portion of the program, you will practice what you have learned in an exciting two-month field placement with an organization of your choice. This practical experience comprises six credits in the credential and is a key factor for your successful transition into paid employment in the sector.

Do you have other post-secondary education and want to get working sooner? You may choose to exit the program with a certificate after one year of study. The program is available through classroom study or online, full-time or part-time.

## CAREER POTENTIAL

Graduates of the Arts and Cultural Management program can be found working across Canada in a wide variety of arts organizations, large and small; as fundraisers and fund development officers for arts organizations, as managers of professional theatres; as volunteer or marketing coordinators, as special event coordinators, publicists, artist managers, and festival directors; or as public programming managers in museums and art galleries.

## TRANSFERABILITY

### INTERNAL OPPORTUNITIES

MacEwan University is committed to providing bridging and ladder opportunities to its certificate and diploma graduates. Graduates of this diploma program may be granted up to 21 credits to MacEwan University's Management Studies diploma program. Students are advised to consult a program advisor for the Management Studies program for specific admission requirements.

### EXTERNAL TRANSFER

All courses completed for the Arts and Cultural Management diploma are credit courses and may be transferable individually toward further study at other Alberta institutions. Students presenting a completed certificate in this program may be eligible to receive up to 30 credits towards the Bachelor of Professional Arts in Communication Studies at Athabasca University. University of Alberta students in the Bachelor of Arts degree program may complete 18 credits of course work in this program at MacEwan University and transfer the credit towards a minor in Arts and Cultural Management at the University of Alberta. For current, detailed information on individual course and certificate/diploma transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

### TECHNOLOGY INTEGRATION FOR CREATIVE LEARNING (TICL)

Classroom students in the Arts and Cultural Management program will need to purchase a laptop (PC preferred) and necessary software identified by the program. This initiative is designed to maximize student learning through the use of digital technology. For more information, attend a program information session (dates are listed on the program website [MacEwan.ca/ArtsManagement](http://MacEwan.ca/ArtsManagement)), attend as student for a day or contact the program's University Advisor, Cindy Burgess, phone: 780-497-4364, email: [burgessc@macewan.ca](mailto:burgessc@macewan.ca).

### CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

#### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*

1. a) Applicants must have an Alberta high school diploma (or equivalent).

OR

- b) Applicants must have a minimum overall average of 65 per cent, with no course grade lower than 50 per cent, in the following high school courses:

1. ELA 30-1 or ELA 30-2
2. One Group A course
3. One Group B course
4. One Group C course or Applied Math 30
5. One Group A, B or C course

#### MATURE ADMISSION

*To be evaluated through the Office of the University Registrar*

Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term.

**PREVIOUS POST-SECONDARY ADMISSION**

To be evaluated through the Office of the University Registrar  
Admission in this category does not imply or guarantee the transfer of any coursework and/or credential unless a block transfer agreement (internal or external) is in effect and published in the academic calendar by the Office of the University Registrar. In addition, transfer of coursework does not imply or guarantee that an applicant will be admitted.

Applicants must have successfully completed one of the following from a recognized institution:

- A post-secondary Certificate, Diploma, Applied Degree or Degree

OR

- A minimum of 18 credits of post-secondary coursework with a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale and must have completed the required core courses listed under the Regular or Mature category.

**ADDITIONAL ADMISSION CRITERIA**

All applicants must meet the following:

**1. Skills Appraisal**

To be evaluated through the Office of the University Registrar

**Applicable to all admission categories**

- Unless otherwise specified, identified Skills Appraisal requirements must be completed by the beginning of the intake term.

Applicants must complete the Skills Appraisal only if they do not present ELA 30-1 with a minimum grade of 65 per cent or ELA 30-2 with a minimum grade of 75 per cent.

**Writing:** Applicants must successfully complete the writing portion OR complete any developmental course work with a minimum grade of C-.

**Reading:** Applicants must successfully complete the reading portion OR complete any developmental course work with a minimum grade of C-.

**1. English Language Proficiency**

To be evaluated through the Office of the University Registrar

**Applicable to all admission categories**

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in in the Admissions section on pages 23 – 30 or online at MacEwan.ca.

**OTHER ADMISSION CRITERIA**

To be evaluated through the Program

**Applicable to all admission categories**

Applicants are required to complete a questionnaire. Successful applicants will demonstrate in their questionnaire:

- detailed knowledge of arts/culture in their community
- research completed regarding the work of arts administrators/managers
- how this MacEwan University program is aligned with their interests and goals

**PROGRAM OF STUDY****YEAR I**

<b>TERM I</b>		<b>CR.</b>
AGAD 100	Foundations of Arts and Cultural Management	3
AGAD 112	Introduction to Audience and Resource Development	3
AGAD 105	Accounting for Arts and Cultural Management	3
AGAD 107	Computer Applications in Arts and Cultural Management	3

OR

MGMT 107	Business Computing	3
ENGL 102	Analysis and Argument	3

OR

ENGL 111	Communications	3
----------	----------------	---

**TERM II**

AGAD 122	Applied Audience and Resource Development	3
AGAD 120	Managing and Leading in Arts and Culture	3
AGAD 123	Human Resources in Arts and Cultural Management	3
	2 Option Courses	6

**YEAR II****Term III**

\*Note: In Term III, students take a three credit ENGL AND a three credit Elective OR six credits of Electives.

AGAD 203	Project Management in Arts and Culture	3
	1 Option Course	3
ENGL 103	Introduction to Literature	3
OR		
ENGL 211	Business Communications	3
	1 or 2 Elective(s)	3 or 6

**Term IV**

AGAD 223	Integrated Project in Arts and Cultural Management	3
AGAD 232	Advanced Audience and Resource Development	3
	1 Option Course	3
	1 Elective	3

**Term V**

AGAD 231	Field Placement	5
AGAD 233	Field Placement Integration Seminar	1

**Option Courses**

AGAD 109	Publicity and Media Relations in the Arts
AGAD 201	Advocacy in the Cultural Sector
AGAD 225	Performing Arts Management
AGAD 226	Museum/Gallery Management
AGAD 227	Managing in the Music Industry
AGAD 230	Independent Study

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.



## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see "Minimum Course Grade" (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A diploma student in Arts and Cultural Management has seven years from the first day of the term of acceptance to complete all requirements to be eligible for a diploma credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## PROGRAM GRADUATION REGULATIONS

**Declaring the Certificate Exit Option** – Students who choose the certificate exit option for this program must complete 36 credits from Terms 1, 2 and 5 (the field placement term) per the Program of Study. Students are required to declare their intention for the certificate exit option, in writing, by the end of the first week of classes in Term 2 to the Chair to ensure an appropriate field placement can be arranged for the Spring term (May and June).

**Field Placement Term** – Students taking either the diploma program or choosing the certificate exit program must successfully complete all courses and course work requirements in order to be able to register in the Field Placement and Field Placement Integration Seminar. Specifically, students taking the diploma program must successfully complete terms 1, 2, 3 and 4. Students choosing the certificate exit must successfully complete terms 1 and 2.

## FOR FURTHER INFORMATION

Cindy Burgess  
University Advisor, Arts and Cultural Management  
Phone: 780-497-4364  
Toll-free: 1-888-497-4622 Ext. 4364  
Email: burgessc@macewan.ca

## FACULTY

### Chair

**Rose Ginther, MA (Athabasca)**  
*Arts – Integrated Studies*

**Gail Barrington-Moss, BEd (Alberta)**  
*Education*

**Marianne Bouthillier, MBA (Alberta)**  
*Business*

**Barry Boroditsky**

**Robert Bradford, B.Mus. (Illinois)**  
*Music; Accounting. CGA*

**Marc Carnes**

**David Cheoros, MFA (Victoria)**  
*Directing*

**Jim Draginda, BA (British Columbia)**  
*Social Sciences*

**Stephanie Enders, BA (Alberta)**  
*Sociology*

**Aimee Hill, Dip. (MacEwan University)**  
*Theatre Arts*

**Ava Karvonen, BA (Alberta)**  
*Recreation Administration.*

**Jennifer Kuchta, BA (Alberta)**  
*Art History*

**Donna Lemieux, BA (Alberta)**  
*Sociology; English*

**Candace Makowichuk, Cert. (MacEwan University)**  
*Arts Administration*

**Rosemary Malowany**

**Julian Mayne, Dip. (MacEwan University)**  
*Music*

**Sandi Mullane, Dip. (NAIT)**  
*Accelerated Accounting, CGA*

**Denise Roy, M.Ed. (Alberta)**  
*Adult Education*

**Caitlin North, Cert. (MacEwan University)**  
*Arts and Cultural Management*

**Darka Tarnawsky, B.Sc. (Alberta)**  
*Psychology*

**Alison Turner, BAA (Ryerson); BA (Alberta)**  
*Radio and Television Arts; Philosophy/Sociology*



## ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

### 1. English Language Proficiency

To be evaluated through the Office of the University Registrar

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in in the Admissions section on pages 23 – 30 or online at MacEwan.ca.

## PROGRAM OF STUDY

Note: Student take 30 credits In year I and 31 credits In year II. InTB 200 Asia Pacific Practicum is taken last.

### YEAR I

		<b>CR.</b>
BUSN 201	Introduction to Canadian Business	3
CHIN 101	Introductory Chinese I	3
OR		
JAPN 101	Introductory Japanese I	3
ECON 101	Introduction to Microeconomics	3
ENGL 111	Communications	3
CHIN 102	Introductory Chinese II	3
OR		
JAPN 102	Introductory Japanese II	3
ECON 102	Introduction to Macroeconomics	3
INTB 312	Conducting Business in Asia	3
MGTS 103	Probability and Statistics I	3
ORGA 201	Introduction to Management	3

### YEAR II

ACCT 311	Introductory Accounting	3
CHIN 201	Introductory Chinese III	3
OR		
JAPN 201	Introductory Japanese III	3
INTB 300	Introduction to International Business	3
MARK 301	Fundamentals of Marketing	3
INTB 311	Diversity and Intercultural Communication	3
CHIN 202	Introductory Chinese IV	3
OR		
JAPN 202	Introductory Japanese IV	3
FNCE 301	Introductory Finance	3
FNCE 404	International Finance	3
OR		
MARK 403	International Marketing	3
LEGL 210	Business Law I	3
POLS 261	Asia Pacific Political Systems	3
INTB 213	Orientation to Asia	1
INTB 200	Asia Pacific Practicum	3

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see “Minimum Course Grade” (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Asia Pacific Management has seven years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## FOR FURTHER INFORMATION

Asia Pacific Management  
Chen-Hua (Jimmy) Wu, University Advisor  
Phone: 780-633-3472  
Email: AsiaPacific@macewan.ca

## FACULTY

### Chair and Director, Institute of Asia Pacific Studies

Dr. William Wei, PhD (Limerick)  
*Economics*

### Manager, Japan Practicum

Ron Huber, BA; LLB (Alberta)

# BUSINESS MANAGEMENT

(Formerly Management Studies)

School of Business

MacEwan.ca/Management

The Business Management diploma is a comprehensive general business program that prepares students to take on any business challenge. Using more than traditional books and theory, this program teaches through lectures, individual and group case-studies and real-world examples.

To help develop and demonstrate the potential of our students to become managers, administrators, entrepreneurs and leaders, we emphasize the integration of soft skills such as professionalism, interpersonal relations, teamwork and communications with quantitative and strategic-decision making abilities.

Students choose from the following:

- Business Management certificate
- Business Management diploma
- Aviation Management major
- Insurance and Risk Management major
- Professional Golf Management major
- Professional Golf Management, Post diploma certificate

With the exception of Insurance, these programs require that students carry and use a laptop computer for most classes. For information on the laptop hardware and software requirements, please contact a program advisor.

MacEwan University recognizes that every student has unique demands on their time, so we offer a range of scheduling choices. The Business Management certificate and diploma program is available on a full-time or part-time basis as follows:

- Traditional school year: September through April over two years.
- Flexible or accelerated route: complete the two years in as little as 16 months, or over a longer period of time. This option offers courses year round that may be taken on a full- or part-time basis. Begin in January, May or September.
- Part-time and online: courses are available in the evenings and online.

## CAREER POTENTIAL

The Business Management program appeals to people who want to pursue a career in business and/or management and want a balance of theory and practical experience. The program is ideal for a wide range of possible careers in business including starting your own business, sales, marketing, hospitality management and financial services. It's also well suited to those wanting to pursue further post-secondary studies, either immediately upon graduation or at some point in the future.

## TRANSFERABILITY

### INTERNAL OPPORTUNITIES

MacEwan University is committed to providing bridging and laddering opportunities to its certificate and diploma graduates. Graduates of this diploma program may be granted up to 60 credits to MacEwan University's Bachelor of Commerce program. Students are advised to consult a program advisor from the Commerce program for specific admission requirements.

### EXTERNAL TRANSFER

All courses completed for the Business Management certificate and diploma programs are credit courses and may be transferable individually toward further study at other Alberta institutions. Students presenting a completed diploma in this program may receive up to 60 credits of transfer credit at Athabasca University, the University of Lethbridge and Concordia University College of Alberta. For current, detailed information on individual course and diploma transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

## CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*

1. a) Applicants must have an Alberta high school diploma (or equivalent).

OR

- b) Applicants must have a minimum overall average of 65 per cent, with no course grade lower than 50 per cent, in the following high school courses:

1. ELA 30-1
2. Mathematics 30-1 or Mathematics 30-2
3. One Group A course
4. One Group C course
5. One Group A, B or C course

### MATURE ADMISSION

*To be evaluated through the Office of the University Registrar*

Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term.

## ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

### 1. Skills Appraisal

To be evaluated through the Office of the University Registrar

#### Applicable to all admission categories\*

- Unless otherwise specified, identified Skills Appraisal requirements must be completed by the beginning of the intake term.

Applicants must complete the Skills Appraisal only if they do not present ELA 30-1 with a minimum grade of 65 per cent or ELA 30-2 with a minimum grade of 75 per cent.

Applicants must complete math portion of the Skills Appraisal only if they do not present Mathematics 30-1 or Mathematics 30-2 or Mathematics 31 with a minimum grade of 50 per cent or Applied Mathematics 30 with a minimum grade of 65 per cent.

**Writing:** Applicants must successfully complete the writing portion OR complete any developmental course work with a minimum grade of C-.

**Reading:** Applicants must successfully complete the reading portion OR complete any developmental course work with a minimum grade of C-.

**Math:** Applicants must successfully complete the math portion OR complete any developmental course work with a minimum grade of C-.

\*Under Regular Admission, Skills Appraisal is only applicable to applicants under category 1.a).

### 1. English Language Proficiency

To be evaluated through the Office of the University Registrar

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in in the Admissions section on pages 23 – 30 or online at MacEwan.ca.

## PROGRAM OF STUDY

Certificate – 30 credits

	<b>CR.</b>
ACCT 111 Financial Accounting I	3
ACCT 218 Management Accounting I	3
ECON 101 Introduction to Microeconomics	3
ENGL 111 Communications	3
OR	
ENGL 102 Analysis and Argument	3
FNCE 113 Introduction to Quantitative Decision Making	3
MGMT 107 Business Computing	3
MGMT 121 Principles of Management	3
MGMT 122 Organizational Behaviour	3
MGMT 131 Marketing	3
LEGL 210 Business Law I	3
OR	
ACCT 215 Quantitative Decision Support	3

Diploma – 60 credits

### Year I

	<b>CR.</b>
ACCT 111 Financial Accounting I	3
ACCT 218 Management Accounting I	3
ECON 101 Introduction to Microeconomics	3
ENGL 111 Communications	3
OR	
ENGL 102 Analysis and Argument	3
FNCE 113 Introduction to Quantitative Decision Making	3
MGMT 107 Business Computing	3
MGMT 121 Principles of Management	3
MGMT 122 Organizational Behaviour	3
MGMT 131 Marketing	3
LEGL 210 Business Law I	3

### Year II

ACCT 215 Quantitative Decision Support	3
HRMT 200 Management of Human Resources	3
MGMT 211 Business Finance	3
MGMT 240 Business Research and Report Writing	3
MGMT 261 Integrated Management Practice	3
ORGA 330 Managerial Skills Development	3
Electives	9
Business Options (choose one of the following)	3
MGMT 114 Personal Finance and Money Management	
MGMT 126 Conflict Resolution and Mediation	
MGMT 212 Entrepreneurship	
MGMT 231 Sales	
BUSN 330 Project Management	

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation

purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see “Minimum Course Grade” (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Asia Pacific Management has seven years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## FOR FURTHER INFORMATION

Business Management  
Shawna Jansen, University Advisor  
Phone: 780-497-5263  
Jodi Campbell, University Advisor  
Phone: 780-633-3905  
Email: management@macewan.ca

## Aviation Management major

Enhance your career opportunities in the field of aviation by combining flight training with business courses through MacEwan University's Business Management diploma Aviation Management major.

Students who love to fly and would like a solid business education should consider this program. The program also appeals to people wanting to pursue their own business, manage flight operations or become commercial pilots.

The flight training and ground school component may be completed at any Transport Canada approved training centre. To complete the management portion of this major, students may enrol in any delivery method (i.e. flexible, regular two-year, evening or online) of the Business Management program. To attain this major, five management courses (15 credits) are replaced with aviation training obtained from the flight school of your choice.

## CAREER POTENTIAL

Graduates of this specialized diploma gain employment in a variety of aviation-related careers – both as pilots and airport management personnel. Forecasts by industry experts indicate a rapid growth trend for this industry. Within Alberta, the oil industry boom creates significant aviation work, as oilfield workers are increasingly being transported to and from the north by air. Domestic airlines are also expanding. These factors will force an increase in demand for both pilots and airport management personnel well into the future.

## TRANSFERABILITY

All courses completed for the Business Management, Aviation Management Major diploma program are credit courses and may be transferable individually toward further study at other Alberta institutions. Students presenting a completed diploma in this program may receive up to 60 credits of transfer credit at the University of Lethbridge. For current, detailed information on individual course and diploma transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

## CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*

1. a) Applicants must have an Alberta high school diploma (or equivalent).

OR

b) Applicants must have a minimum overall average of 65 per cent, with no course grade lower than 50 per cent, in the following high school courses:

1. ELA 30-1
2. Mathematics 30-1 or Mathematics 30-2
3. One Group A course
4. One Group C course
5. One Group A, B or C course

### MATURE ADMISSION

*To be evaluated through the Office of the University Registrar*

Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term.

### ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

#### 1. Skills Appraisal

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories\*

- Unless otherwise specified, identified Skills Appraisal requirements must be completed by the beginning of the intake term.

Applicants must complete the Skills Appraisal only if they do not present ELA 30-1 with a minimum grade of 65 per cent or ELA 30-2 with a minimum grade of 75 per cent.

Applicants must complete math portion of the Skills Appraisal only if they do not present Mathematics 30-1 or Mathematics 30-2 or Mathematics 31 with a minimum grade of 50 per cent or Applied Mathematics 30 with a minimum grade of 65 per cent.

**Writing:** Applicants must successfully complete the writing portion OR complete any developmental course work with a minimum grade of C-.

**Reading:** Applicants must successfully complete the reading portion OR complete any developmental course work with a minimum grade of C-.

**Math:** Applicants must successfully complete the math portion OR complete any developmental course work with a minimum grade of C-.

\*Under Regular Admission, Skills Appraisal is only applicable to applicants under category 1.a).

## 1. English Language Proficiency

To be evaluated through the Office of the University Registrar

### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca.

## PROGRAM OF STUDY

### YEAR I

		CR.
ACCT 111	Financial Accounting I	3
ACCT 218	Management Accounting I	3
ECON 101	Introduction to Microeconomics	3
ENGL 111	Communications	3
OR		
ENGL 102	Analysis and Argument	3
FNCE 113	Introduction to Quantitative Decision Making	3
LEGL 210	Business Law I	3
MGMT 107	Business Computing	3
MGMT 121	Principles of Management	3
MGMT 122	Organizational Behaviour	3
MGMT 131	Marketing	3

### YEAR II

ACCT 215	Quantitative Decision Support	3
HRMT 200	Management of Human Resources	3
MGMT 211	Business Finance	3
MGMT 245	Business Research and Report Writing	3
MGMT 261	Integrated Management Practice	3

Students must present the following Transport Canada approved aviation credentials in order to graduate and will receive a total of 15 credits towards the diploma:

Private Pilot's licence	3
Instrument Rating	3
Commercial Pilot's Licence	6
Multi-Engine Rating	3

OR

Instructor Rating	3
-------------------	---

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see "Minimum Course Grade" (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Aviation Management major has seven years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## FOR FURTHER INFORMATION

Aviation Management major  
Phone: 780-497-5263  
(or any Transport Canada approved aviation training centre)

## Insurance and Risk Management major

MacEwan.ca/Insure

Can you think through problems and weigh various options? This quality can help you shine in the insurance profession. Learn how to use information to make smart business decisions. Highly trained insurance professionals assess risks and insure clients against unforeseen events: physical, financial or acts of nature.

The Insurance and Risk Management diploma program is suited to students who thrive in a challenging environment. Critical thinking, problem-solving, attention to detail and customer service skills are all valuable assets.

The program is offered in a condensed course of study, with students completing a full diploma in 13 months. Offered in co-operation with the Insurance Institute of Canada and the Insurance Institute of Northern Alberta, this major prepares students for the Institute's Chartered Insurance Professional (CIP) designation. Topics covered include general business courses such as accounting, business law, sales and marketing combined with insurance industry-specific courses such as property insurance, liability insurance, loss adjusting, underwriting and risk management.

### CAREER POTENTIAL

The insurance industry is a vital part of the financial/business community across Canada. It offers excellent career opportunities as claims adjusters, commercial and personal lines underwriters, account executives, brokers, agents, customer service representatives, risk management professionals, marketing representatives, and office or department managers.

### TRANSFERABILITY

#### INTERNAL OPPORTUNITIES

MacEwan University is committed to providing bridging and laddering opportunities to its certificate and diploma graduates. Graduates of this diploma program may be granted up to 60 credits to MacEwan University's Bachelor of Commerce program. Students are advised to consult a program advisor from the Commerce program for specific admission requirements.

#### EXTERNAL TRANSFER

All courses completed for the Business Management, Insurance and Risk Management major diploma program are credit courses and may be transferable individually toward further study at other Alberta institutions. Students presenting a completed diploma may receive up to 60 credits to the Post-Diploma Bachelor of Management degree program at the University of Lethbridge. For current, detailed information on individual course and diploma transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

## CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

### REGULAR ADMISSION

To be evaluated through the Office of the University Registrar

1. a) Applicants must have an Alberta high school diploma (or equivalent).

OR

b) Applicants must have a minimum overall average of 65 per cent, with no course grade lower than 50 per cent, in the following high school courses:

1. ELA 30-1
2. Mathematics 30-1 or Mathematics 30-2
3. One Group A course
4. One Group C course
5. One Group A, B or C course

### MATURE ADMISSION

To be evaluated through the Office of the University Registrar

Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term.

### ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

#### 1. Skills Appraisal

To be evaluated through the Office of the University Registrar

#### Applicable to all admission categories\*

- Unless otherwise specified, identified Skills Appraisal requirements must be completed by the beginning of the intake term.

Applicants must complete the Skills Appraisal only if they do not present ELA 30-1 with a minimum grade of 65 per cent or ELA 30-2 with a minimum grade of 75 per cent.

Applicants must complete math portion of the Skills Appraisal only if they do not present Mathematics 30-1 or Mathematics 30-2 or Mathematics 31 with a minimum grade of 50 per cent or Applied Mathematics 30 with a minimum grade of 65 per cent.

**Writing:** Applicants must successfully complete the writing portion OR complete any developmental course work with a minimum grade of C-.

**Reading:** Applicants must successfully complete the reading portion OR complete any developmental course work with a minimum grade of C-.

**Math:** Applicants must successfully complete the math portion OR complete any developmental course work with a minimum grade of C-.

\*Under Regular Admission, Skills Appraisal is only applicable to applicants under category 1.a).

#### 1. English Language Proficiency

To be evaluated through the Office of the University Registrar

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca.



## PROGRAM OF STUDY

	<b>CR.</b>
ACCT 111 Financial Accounting I	3
ACCT 218 Management Accounting I	3
ECON 101 Introduction to Microeconomics	3
ENGL 111 Communications	3
OR	
ENGL 102 Analysis and Argument	3
FNCE 113 Introduction to Quantitative Decision Making	3
INSR 101 Insurance Principles and Practices	3
INSR 202 Property Insurance	3
INSR 203 Automobile Insurance	3
INSR 204 Liability Insurance	3
INSR 205 Risk Management and Insurance	3
INSR 211 Essentials of Loss Adjusting	3
INSR 212 Underwriting Essentials	3
INSR 210 Essential Skills for the Insurance Broker and Agent	3
LEGL 210 Business Law I	3
MGMT 107 Business Computing	3
MGMT 121 Principles of Management	3
MGMT 122 Organizational Behaviour	3
MGMT 131 Marketing	3
MGMT 231 Sales	3
ORGA 330 Managerial Skills Development	3

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see "Minimum Course Grade" (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may

be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Insurance and Risk Management major has seven years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## FOR FURTHER INFORMATION

Insurance and Risk Management  
Nicole Deck, University Advisor  
Phone: 780-497-5384  
Email: insurance@macewan.ca

## Professional Golf Management major (PGM)

MacEwan.ca/Golf

The Professional Golf Management major appeals to people who thrive in a business environment with a customer service focus. Excellent communication, organizational, management and golf-playing skills are critical for success as a head golf professional.

Structured around the golf season, PGM classes begin in late September and end in March. Classes, group work and case studies focus on general management, organizational behaviour, marketing, sales techniques, accounting, finance, human resources management and business computer applications. Industry-specific courses focus on pro-shop, backshop and practice facility operations, golf equipment, golf carts, programs and leagues, rules of golf, food and beverage operations and golf course maintenance.

## CAREER POTENTIAL

Graduates of the Professional Golf Management program typically work as assistant professionals or teaching professionals as they complete the remaining requirements for Class "A" membership status within the Canadian Professional Golfers' Association (CPGA). Attaining Class "A" status allows CPGA members to apply for positions as head golf professionals or seek further advancement as executive professionals or directors of golf.

## TRANSFERABILITY

### INTERNAL OPPORTUNITIES

MacEwan University is committed to providing bridging and laddering opportunities to its certificate and diploma graduates. Graduates of this diploma program may be granted up to 60 credits to MacEwan University's Bachelor of Commerce program. Students are advised to consult a program advisor for the Commerce program for specific admission requirements.

### EXTERNAL TRANSFER

All courses completed for the Business Management Professional Golf Management major diploma program are credit courses and may be transferable individually toward further study at other Alberta institutions. Students presenting a completed diploma in this program may receive up to 60 credits to the Post-Diploma Bachelor of Management program at the University of Lethbridge. For current, detailed information on individual course and diploma transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

## CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*

1. a) Applicants must have an Alberta high school diploma (or equivalent).

OR

- b) Applicants must have a minimum overall average of 65 per cent, with no course grade lower than 50 per cent, in the following high school courses:
  1. ELA 30-1
  2. Mathematics 30-1 or Mathematics 30-2
  3. One Group A course
  4. One Group C course
  5. One Group A, B or C course

### MATURE ADMISSION

*To be evaluated through the Office of the University Registrar*

Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term.

## ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

### 1. Skills Appraisal

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories\*

- Unless otherwise specified, identified Skills Appraisal requirements must be completed by the beginning of the intake term.

Applicants must complete the Skills Appraisal only if they do not present ELA 30-1 with a minimum grade of 65 per cent or ELA 30-2 with a minimum grade of 75 per cent.

Applicants must complete math portion of the Skills Appraisal only if they do not present Mathematics 30-1 or Mathematics 30-2 or Mathematics 31 with a minimum grade of 50 per cent or Applied Mathematics 30 with a minimum grade of 65 per cent.

**Writing:** Applicants must successfully complete the writing portion OR complete any developmental course work with a minimum grade of C-.

**Reading:** Applicants must successfully complete the reading portion OR complete any developmental course work with a minimum grade of C-.

**Math:** Applicants must successfully complete the math portion OR complete any developmental course work with a minimum grade of C-.

\*Under Regular Admission, Skills Appraisal is only applicable to applicants under category 1.a).

### 1. English Language Proficiency

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca.

## PROGRAM OF STUDY

### YEAR I

	<b>CR.</b>
ACCT 111 Financial Accounting I	3
ENGL 111 Communications	3
OR	
ENGL 102 Analysis and Argument	3
MGMT 107 Business Computing	3
MGMT 121 Principles of Management	3
MGMT 122 Organizational Behaviour	3
MGMT 131 Marketing	3
MGMT 231 Sales	3
PGMT 115 Introduction to Golf Management	3
PGMT 120 Backshop and Practice Facility Operations	3
PGMT 215 Golf Operations	3
PGMT 171 Professional Golf Management Practicum I	3
Business Option	3

## YEAR II

ACCT 218	Management Accounting I	3
HRMT 200	Management of Human Resources	3
MGMT 132	Retail Merchandising	3
MGMT 261	Integrated Management Practice	3
PGMT 125	Facility Management	3
PGMT 225	Food and Beverage Operations	3
ORGA 330	Managerial Skills Development	3
	Elective	3

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see “Minimum Course Grade” (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Professional Golf Management major has seven years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## FOR FURTHER INFORMATION

Professional Golf Management  
 Alan Riley, Curriculum Coordinator, Golf Management  
 Jodi Campbell, University Advisor, Golf Management  
 Phone: 780-497-5257 or 780-633-3905  
 Email: golf@macewan.ca

## FACULTY

### Business Management

#### Chair

**Raina Rudko, MBA (Southern Queensland); M.Ed. (Alberta)**  
*Statistics and Finance*

**Mark Arnison, MBA (Alberta)**

**Joanne Boothby, MBA (Heriot-Watt University)**  
*CIM.*

**Joanne Christie, BA (Alberta)**  
*Sociology; Psychology*

**Kerry Couet, MBA (Athabasca)**  
*CNA.*

**Steve Fanjoy, BBA; BA (New Brunswick);**  
*Economics. CPP.*

**Lynne Fisher, BA (Alberta)**  
*Economics*

**Rob Gawreluck, PhD (Alberta)**  
*Education Administration*

**Bob Graves, PhD (Tennessee)**  
*Business Administration (Marketing; Strategic Measurement)*

**Chris Hancock, MBA (Southern Queensland)**

**Wally Jaciuk, MBA (Dalhousie)**  
*Financial Services*

**Randy Jenne, M.Ed. (Alberta)**  
*CCNA. CCAI.*

**Sylvia Leskiw, MSA (Central Michigan)**  
*FICB. CFP. CIM.*

**Launa Linaker, MBA (Alberta)**

**Darlene Lowe, MBA (Athabasca)**  
*CMA.*

**Ron Markowski, MBA (Athabasca)**

**Sandi Mullane, Dip. (NAIT)**  
*CGA.*

**Jim Penrod, M.Ed. (Saskatchewan)**

**Lisa Pittet**

**Alan Riley, BA (Lethbridge)**  
*CPGA Master Professional.*

**Doug Ringrose, M.Ed. (Alberta)**  
*CPA.*

**Rick Ruhl, B.Ed. (Alberta)**

**Bill Stinson, M.Ed. (Alberta)**

**Bill Venables, B.Sc. (Alberta)**  
*P.Eng. CNE. CCNA. CCAI.*

**Maureen Wagner, M.Ed. (Alberta)**  
*Adult Education*

**Warren Yadlowski, BA; B.Com. (Alberta)**

## Golf Management

**Matt Gawley, Dip.; Post-dip. Cert. (MacEwan University)**

*Professional Golf Management. CPGA.*

**Scott Killips, Dip. (MacEwan University); Dip. (Fairview)**

*Golf Operations Management; Turfgrass Management Technology*

**Bill Newbigging, Dip.; Dip. (MacEwan University)**

*Golf Operations Management; Business Administration. CPGA.*

**Ralph Pollock, BA (Waterloo)**

**Alan Riley, BA (Lethbridge)**

*CPGA Master Professional.*

**Lisa Rogerson, PhD (Alberta)**

*Physical Education and Recreation*

**Jeanine Sears, B.Sc. (Alberta)**

*Kinesiology*

**Lorie Unwin, Cert. (NAIT)**

*Business Administration*

**Bob Weatherby**

*PCS.*

**Adam Werbicki, Dip.; Cert. (Camosun)**

*Business; Professional Golf Management. CPGA.*

**Harry Zuzak, B.Sc. (Saskatchewan)**

## Insurance and Risk Management

### Chair

**Raina Rudko, MBA (Southern Queensland); M.Ed. (Alberta)**

## Faculty and Industry Liaison

**Teresa Costouros, MBA (Heriot-Watt University)**

*FCIP. CRM.*

# CORRECTIONAL SERVICES

*Faculty of Health and Community Studies*

MacEwan.ca/Corrections

The Correctional Services diploma prepares graduates to work in a variety of positions in corrections and criminal justice fields including community agencies, correctional institutions, residential settings, restorative justice and related human service careers. Graduates work with adults and youth in conflict with the law, or who are at risk of becoming involved in the criminal justice system. The program provides theoretical knowledge, skill development and practical experience for the entry-level corrections and criminal justice professional.

The Correctional Services program stresses the dual yet inseparable function of the criminal justice system: protection of the public and providing assistance to offenders to become law abiding citizens. Students acquire essential skills and knowledge about the criminal justice system as well as professional practice information and expertise.

The first year provides a number of foundation courses concentrating on self-awareness, criminological theory and knowledge of the criminal justice system. Field placement provides an opportunity for students to acquire practice competencies including professionalism, crisis intervention, security procedures and suicide prevention.

The second year concentrates on skill development such as counselling strategies, case management, risk/needs assessment, documentation and working with special offender populations. Field placement provides students with the practical, first-hand experience in the field of corrections and criminal justice with the expectation that students apply the knowledge and skills discussed in the classroom.

## CAREER POTENTIAL

Graduates are employed by both the provincial and federal governments and non-profit agencies. Graduates obtain employment as probation officers, youth workers, behavioural counsellors, correctional officers, case workers, police officers, and other related criminal justice positions. Many graduates eventually move into administrative and managerial positions in corrections and criminal justice agencies. Program graduates establish a network of career contacts through field placement and classroom activities. Graduates apply directly to corrections and/or criminal justice or related agencies and must demonstrate they meet the minimum position requirements. Shift work is often required, and many entry positions recruit through casual or wage employment.

## TRANSFERABILITY

All courses completed for the Correctional Services diploma are credit courses and may be transferable individually toward further study at other Alberta institutions. Students presenting a completed diploma in this program are eligible to block transfer to a number of colleges and universities in Alberta:

- Athabasca University: 60 credits (two years) towards the Bachelor of Professional Arts in Criminal Justice degree or the Bachelor of Professional Arts in Human Services
- Lethbridge College: 60 credits (two years) towards the Bachelor of Applied Arts in Correctional Studies
- Mount Royal University: approximately 54 credits towards the Bachelor of Arts in Criminal Justice

For current, detailed information on individual course and diploma transferability, refer to the Online Alberta Transfer Guide ([www.transferralberta.ca](http://www.transferralberta.ca)) or contact the receiving institution directly.

Students presenting a completed diploma in this program are eligible to block transfer to a number of colleges and universities outside of Alberta:

Royal Roads University (British Columbia): 60 credits (two years) towards a Bachelor of Arts in Justice Studies

University of Great Falls (Montana): 60 credits (two years) towards a Bachelor of Arts or Science in Criminal Justice degree

For more information on these study options outside of Alberta, contact an advisor in the Correctional Services program.

## CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*  
Applicants must have an Alberta high school diploma (or equivalent) and be 18 years of age by the beginning of the second term.

### MATURE ADMISSION

*To be evaluated through the Office of the University Registrar*  
Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term.

## ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

### 1. Skills Appraisal

To be evaluated through the Office of the University Registrar

#### Applicable to all admission categories

- Unless otherwise specified, identified Skills Appraisal requirements must be completed by the beginning of the intake term.

Applicants must complete the Skills Appraisal only if they do not present ELA 30-1 with a minimum grade of 65 per cent or ELA 30-2 with a minimum grade of 75 per cent.

**Writing:** Applicants must successfully complete the writing portion OR complete any developmental course work with a minimum grade of C-.

### 1. English Language Proficiency

To be evaluated through the Office of the University Registrar

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in in the Admissions section on pages 23 – 30 or online at MacEwan.ca.

## OTHER ADMISSION CRITERIA

To be evaluated through the Program

#### Applicable to all admission categories

Applicants are required to submit an autobiography.

Conditionally accepted applicants are required to submit a current, clear Security Clearance or eligibility to apply for a pardon and no open youth record.

## PROGRAM OF STUDY

### YEAR I

TERM I		CR.
CORR 100	Human Relations	3
CORR 102	Foundations of Criminal Law	3
CORR 104	Criminal Justice System	3
SOCI 100	Introductory Sociology	3
ENGL 111	Communications	3

### TERM II

CORR 110	Introductory Criminology	3
CORR 112	Correctional Interviewing	3
CORR 114	Field Placement I	2
CORR 118	Introduction to Corrections	3
CORR 120	Restorative Justice	3
CORR 206	Addiction in the Criminal Justice System	2

### YEAR II

### TERM III

CORR 116	Integration Seminar I	1
CORR 212	Correctional Counselling	4
CORR 214	Field Placement II	4
CORR 218	Youth and Crime	3
PSYC 104	Introductory Psychology	3

## TERM IV

CORR 202	Diversity Issues in Criminal Justice	3
CORR 208	Selected Issues	3
CORR 210	Correctional Methods and Practice	3
CORR 216	Integration Seminar II	1
CORR 224	Field Placement III	4

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see "Minimum Course Grade" (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Correctional Services has seven years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## PROGRAM GRADUATION REGULATIONS

**Security Clearance** – students must meet the specific security clearance requirements as set out in the admission criteria for the duration of the program or they may be required to withdraw from the program.

## FOR FURTHER INFORMATION

Correctional Services  
 General Program Inquiries  
 Email: [corrections@macewan.ca](mailto:corrections@macewan.ca)  
 Sherry Tracey, University Advisor  
 Phone: 780-497-5296

## FACULTY

### Chair

**Kevin Hood, M.Ed. (Alberta)**  
*Adult and Higher Education*

**Michelle Andrews, MCA (Ottawa)**  
*Criminology*

**Darren Caul, MA (Fraser Valley)**  
*Criminal Justice*

**Tracey Cyca, MCA (Ottawa)**  
*Criminology*

**Doug Heckbert, MA (Alberta)**  
*Sociology*

**Rae-Ann Lajeunesse, MDE (Athabasca)**  
*Distance Education*

**Caroline Madill, MA (Alberta)**  
*Correctional Administration*

**Brenda Thompson, MC (Seattle)**  
*Counseling Psychology*

**Tim Williams, MA (Alberta)**  
*Sociology*

# DESIGN STUDIES

*Centre for the Arts and Communications, School of Communications*  
MacEwan.ca/DesignStudies

Starting in the 2013–14 academic year, Design Studies is proud to offer a new and updated three-year diploma. This academic calendar lists required courses for the first two years of study and a selection of program options. Please visit [MacEwan.ca/DesignStudies](http://MacEwan.ca/DesignStudies) for more information as it becomes available about the implementation of this new curriculum.

The new three-year diploma offered by Design Studies offers greater flexibility in course selection and increased opportunity for students to determine the skills they wish to develop. Students will develop enhanced levels of critical thinking, writing and research. The curriculum is designed to be more responsive to changes occurring in the field, increasing employer demands and the changing nature of the visual communication design industry.

Upon graduation, students are prepared for a career in the exciting, ever-changing and multi-disciplinary field of visual communication design. Graduates of the Design Studies program are experts in crafting visuals that communicate with impact on the printed page, the screen, and in physical environments in areas of discipline such as graphic design, illustration, interactive design, motion graphics and editing, brand integration and photography. Graduates will be able to embark on careers in which employers expect a thorough understanding of design theory, technical proficiency, a core set of skills within a subset of the discipline, and a broad understanding of the discipline in general.

Over three years of study, students attend required studio courses that develop general visual communication design skills. By selecting specific studio options, student form an area of concentration. Additional options outside a concentration can be explored to round out a designer's skill set. Students are required to take two English courses and two or more courses in humanities and social sciences.

In year one, students begin their studies by learning fundamental design skills that are common across all disciplines within the field. Students explore design theory, practices, principles and process, the meaning and significance of visual imagery, develop drawing and rendering skills, apply basic typography and learn the basics of industry standard software.

In year two, students learn the historical and contemporary cultural context of design and continue to develop creative, conceptual and visual design skills through required courses and select courses based on their goals for graduation.

In year three, students learn about the business of design, continue to develop skills in their chosen pathway, broaden their exposure to other areas of visual communication design and finalize a portfolio of work to gain employment.

## CAREER POTENTIAL

Upon graduation students find work in large agencies, small studios, print shops, and communications departments in medium-sized businesses up to large corporations. Depending on their area of concentration, a graduate's responsibilities might include interface design, illustration, point-of-purchase design, magazine layout, advertising, promotional, photography, display design, website development and electronic pre-press production. Many graduates from Design Studies also succeed at starting their own freelance design or photography studios.

## TRANSFERABILITY

All courses completed for the Design Studies program are credit courses and may transfer individually toward further study at other Alberta institutions. Students interested in transferring courses are advised to consult both the receiving institution regarding transfer policies and the MacEwan University Design Studies program regarding coursework and portfolio development. Like the Design Studies program at MacEwan University, other institutions typically base transfer on both the application of creative skills as demonstrated in an entrance portfolio and on an assessment of course content.

Students presenting a completed Design Studies diploma may be eligible for admission and block transfer to Athabasca University. For current, detailed information on individual course and diploma transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

## TECHNOLOGY INTEGRATION FOR CREATIVE LEARNING (TICL)

All students entering Year One are required to purchase a Digital SLR camera. Specifications will be available by mid-summer 2013 on our website. Students may be required to attend a technology orientation session prior to the start of fall classes. For further information, please contact Dianne Nicholls at 780-497-4312 or [nichollsd@macewan.ca](mailto:nichollsd@macewan.ca)



## CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

### REGULAR ADMISSION

To be evaluated through the Office of the University Registrar

1. a) Applicants must have an Alberta high school diploma (or equivalent) and ELA 30-1 or ELA 30-2.

OR

- b) Applicants must have a minimum overall average of 60 per cent, with no course grade lower than 50 per cent, in the following high school courses:
  1. ELA 30-1 or ELA 30-2
  2. One Group A course
  3. One Group B or C course
  4. One Group C or D course

AND

Applicants must complete the Skills Appraisal only if they do not present ELA 30-1 with a minimum grade of 65 per cent or ELA 30-2 with a minimum grade of 75 per cent. Skills Appraisal requirements must be completed by the beginning of the intake term.

**Writing:** Applicants must successfully complete the writing portion AND be eligible to enter ENGL 111 OR complete any developmental course work with a minimum grade of C-.

**Reading:** Applicants must successfully complete the reading portion OR complete any developmental course work with a minimum grade of C-.

### MATURE ADMISSION

To be evaluated through the Office of the University Registrar

Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term.

AND

Applicants must complete the Skills Appraisal only if they do not present ELA 30-1 with a minimum grade of 65 per cent or ELA 30-2 with a minimum grade of 75 per cent. Skills Appraisal requirements must be completed by the beginning of the intake term.

**Writing:** Applicants must successfully complete the writing portion AND be eligible to enter ENGL 111 OR complete any developmental course work with a minimum grade of C-.

**Reading:** Applicants must successfully complete the reading portion OR complete any developmental course work with a minimum grade of C-.

### PREVIOUS POST-SECONDARY ADMISSION

To be evaluated through the Office of the University Registrar

Admission in this category does not imply or guarantee the transfer of any coursework and/or credential unless a block transfer agreement (internal or external) is in effect and published in the academic calendar by the Office of the University Registrar. In addition, transfer of coursework does not imply or guarantee that an applicant will be admitted.

Applicants must have successfully completed one of the following from a recognized institution:

- A post-secondary Certificate, Diploma, Applied Degree or Degree

OR

A minimum of 18 credits of university transferable coursework with a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale and must have completed the required core courses listed under the Regular or Mature category.

## ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

### 1. English Language Proficiency

To be evaluated through the Office of the University Registrar

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca.

## OTHER ADMISSION CRITERIA

To be evaluated through the Program

#### Applicable to all admission categories

Applicants are required to submit a Portfolio and a Statement of Intent to a committee of Design Studies faculty.

The Portfolio shall consist of an original body of work.

Successful applicants will demonstrate in their Statement of Intent:

- The ability to express ideas well in writing.
- How this MacEwan University program is aligned with their interests and goals.
- An interest in learning about design theory and practice.

## PROGRAM OF STUDY

### YEAR I

		*MIN CR. GR.
DESN 100	Drawing for Communication	3
DESN 110	Design Studio I	3
DESN 150	Image Structure and Meaning	3
DESN 120	Introduction to Design Software	3
ENGL 102	Analysis and Argument	3
OR		
ENGL 111	Communications	3

### TERM II

DESN 210	Design Studio II	6
DESN 230	Typography I	3
DESN 101	Drawing	3
ENGL 102	Analysis and Argument	3
OR		
ENGL 103	Introduction to Literature	3
OR		
ENGL 211	Business Communications	3

### YEAR II

#### TERM III

DESN 240	Introduction to Web Design and Development	3
DESN 270	Design History I	3
DESN 310	Design Studio III	3
DESN 330	Typography II	3
	Program Option	3

**TERM IV**

DESN 271	Design History II	3
DESN 311	Corporate ID and Branding	3
	Liberal Arts Requirement	3
	Program Options	6

**YEAR III****TERM V**

DESN 380	Design Thinking Seminar	3
	Liberal Arts Requirement	3
	Program Options	6
	Program Option	3

OR

	Liberal Arts Requirement	3
--	--------------------------	---

**TERM VI**

DESN 381	Design Issues Seminar	3
DESN 390	Portfolio and Business of Design	3
	Program Options	6
	Program Option	3

OR

	Liberal Arts Requirement	3
--	--------------------------	---

**PROGRAM OPTION COURSES**

DESN 200	Drawing for Illustration	
DESN 241	Design for Interactive Media	
DESN 250	Introduction to Photography	
DESN 251	Applied Photographic Design	
DESN 252	Digital Imaging	
DESN 260	Introduction to Videography	
DESN 261	Introduction to Motion Graphics	
DESN 313	Information Design	
DESN 316	Brand Integration and Marketing	
DESN 317	Publication Design	
DESN 340	Web Design and Development II	
DESN 361	Typography and Motion	
DESN 391	Internship	CR

**\*MINIMUM GRADE TO GRADUATE**

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

**PROGRAM OPTIONS REQUIREMENTS**

Students are required to complete 21 to 27 credits of program option courses. Students must select from a list of program option courses offered with Design Studies. A minimum of nine credits of options must be completed at the 300-level. Not all option courses are offered each term or year.

**LIBERAL ARTS REQUIREMENTS**

Liberal arts requirements in Design Studies encompass courses in humanities or social sciences.

Students are required to complete six credits of liberal arts options of which three credits must be at the senior level (200-399). In place of selected program options in the final year of study, a student can take up to six additional credits of liberal arts options.

Any liberal arts requirements must be baccalaureate level coursework. Selections are made from the approved list of liberal arts options for Design Studies. Subject to written approval of the Chair of Design Studies, students may earn credit for courses not listed in the approved list of liberal arts courses. Students are strongly encouraged to consult with their program advisor before confirming liberal arts options.

**INSTITUTIONAL GRADUATION REGULATIONS**

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see "Minimum Course Grade" (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Design Studies has seven years (diploma) from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## FOR FURTHER INFORMATION

Dianne Nicholls  
Instructional Assistant  
Phone: 780-497-4312  
Email: nichollsd@macewan.ca

## FACULTY

### Chair

**Marc Brisbourne, M.Des. (Alberta)**

*Visual Communication Design*

**Lea Alcantara, Dip. (MacEwan University)**

*Design and Digital Media*

**Steven Bell, M.Des. (Alberta)**

*Industrial Design*

**Barry Boroditsky**

**Crystal Driedger, Dip. (MacEwan University)**

*Visual Communication (Illustration)*

**Jessica Dupuis, Dip. (MacEwan University)**

*Design and Illustration*

**Terry Elkins, Dip. (MacEwan University)**

*Graphic Design and Illustration*

**Coleen Finlayson, Dip. (MacEwan University)**

*Audiovisual Technician*

**Carlos Fiorentino, M.Des. (Alberta)**

*Visual Communication Design*

**Ross Germaniuk, Dip. (NAIT)**

*Photography*

**Valéry Goulet, MA (Université Laval)**

*Multimedia and Graphic Design*

**Stephen Harnum, Dip. (MacEwan University)**

*Design and Exhibit Presentation*

**Joel Higham, MA (Griffith University)**

*Media Production*

**Brian Huffman, Dip. (ACAD)**

*Advertising Arts*

**Ava Karvonen, BA (Alberta)**

*Recreation Administration*

**Rita Long, Dip. (MacEwan University)**

*Audiovisual Technician*

**Clayton Lowe, Dip. (MacEwan University)**

*Design and Illustration*

**Doug Madill, Dip. (ACAD)**

*Visual Communications*

**Nichole Magneson, Dip. (MacEwan University)**

*Visual Communication (Display)*

**John Montague, Dip. (MacEwan University), BBA (St. Francis**

**Xavier, Antigonish);**

*Design and Illustration; Marketing*

**David Moore, Dip. (MacEwan University)**

*Visual Communication*

**Kathy Neiman, BFA (Alberta)**

*Art and Design*

**Dianne Nicholls, Dip. (MacEwan University); Dip. (MacEwan University)**

*Computer Graphic Design; Graphic Design and Illustration*

**Constanza Pacher, M.Des. (Alberta)**

*Visual Communication Design*

**James Parker, MFA (SCAD)**

*Photography*

**Jeff Pelton, BA (Alberta); B.Arch. (British Columbia)**

*English; Sculpture/Drawing*

**Joe Raffa, Dip. (MacEwan University)**

*Environmental Graphic Design*

**Adolfo Ruiz, B.Des. (Alberta)**

*Visual Communication Design*

**Amanda Schutz, Dip. (MacEwan University)**

*Visual Communication (Illustration)*

**Stephen Tate, Dip. (Langara)**

*Photography Technician*

**Curtis Trent, Dip. (NAIT)**

*Photographic Arts*

**Lauren Whitaker, B.Des. (Alberta); Dip. (MacEwan University)**

*Industrial Design; Visual Presentation*

**Wayne Williams, MA (Alberta); B.Des. (Alberta)**

*Communications and Technology; Visual Communication Design*

**Michael Wooley, Dip. (NAIT)**

*Photographic Technology*

**Igor Woroniuk, BFA (Manitoba); Dip. (MacEwan University)**

*Painting; Graphic Design and Illustration*

# DISABILITY MANAGEMENT IN THE WORKPLACE

*Faculty of Health and Community Studies*

MacEwan.ca/Disability

The Disability Management in the Workplace certificate provides individuals with the knowledge and skills to coordinate return to work plans, and develop and implement disability management programs in the workplace. As the economic and human costs of worker injuries and illnesses rise, disability management professionals in the workplace are increasingly in demand. The focus of disability management is to assist workers who have been injured, ill or disabled to adapt to a meaningful and productive work environment.

This program is offered via online distance delivery. Students successfully complete 30 credits to receive a certificate in Disability Management in the Workplace.

## CAREER POTENTIAL

A qualified individual has a broad spectrum of employment opportunities. Prospective places of employment include a wide range of corporate environments, federal, provincial and municipal governments, unions, health care providers, insurance providers and disability management service providers.

## TRANSFERABILITY

All courses completed for the Disability Management in the Workplace certificate are credit courses and may be transferable individually toward further study at other Alberta institutions. For current, detailed information on individual course and certificate transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

## CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*  
Applicants must have an Alberta high school diploma (or equivalent).

### MATURE ADMISSION

*To be evaluated through the Office of the University Registrar*  
Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term.

## ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

### 1. Skills Appraisal

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

- Unless otherwise specified, identified Skills Appraisal requirements must be completed by the beginning of the intake term.

Applicants must complete the Skills Appraisal only if they do not present ELA 30-1 with a minimum grade of 65 per cent or ELA 30-2 with a minimum grade of 75 per cent.

**Writing:** Applicants must successfully complete the writing portion OR complete any developmental course work with a minimum grade of C-.

**Reading:** Applicants must successfully complete the reading portion OR complete any developmental course work with a minimum grade of C-.

### 1. English Language Proficiency

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in in the Admissions section on pages 23 – 30 or online at MacEwan.ca.

## PROGRAM OF STUDY

### YEAR I

			<b>*MIN</b>
		<b>CR.</b>	<b>GR.</b>
DMWP 100	Essential Anatomy and Physiology	3	C-
DMWP 102	Medical and Pharmaceutical Concepts	3	C-
DMWP 104	Introduction to Disability Management	3	C-
DMWP 110	Ethics and Professionalism in Disability Management	3	C-
DMWP 112	Health, Social, and Legislative Foundations	3	C-
DMWP 114	Conflict and Crisis Management in Return to Work	3	C-
DMWP 116	Return to Work Management	3	C-
DMWP 118	Field Placement I in Disability Management	3	C-
INTD 105	Interpersonal Skills Development	3	C-
ENGL 111	Communications	3	

#### \*MINIMUM GRADE TO GRADUATE

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see "Minimum Course Grade" (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Disability Management in the Workplace certificate has four years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## FOR FURTHER INFORMATION

Disability Management in the Workplace

General Program Inquiries

Email: [rn@macewan.ca](mailto:rn@macewan.ca)

Marilyn Romanyk, University Advisor

Phone: 780-497-5188 or

Toll-free: 1-800-661-6878

## FACULTY

### Director and Program Chair

**Shirley Galenza, M.Ed. (Calgary)**

*Adult and Community Education. RN.*

**Suzanne Frank, M.Ed. (Alberta)**

*Adult and Higher Education*

**Janice Krushinsky, Dip. (Royal Alexandra Hospital)**

*Nursing, Occupational Health Nursing. RN.*

**Leah Milton, BN (Calgary)**

*Nursing; Occupational Health. RN.*

**Lisa Stevens-Myles, Dip. (St. Lawrence)**

*Nursing; Occupational Health. RN.*

**Lynn Rogers, MN (Calgary)**

*Nursing; Occupational Health. RN.*

# DISABILITY STUDIES: LEADERSHIP AND COMMUNITY

*Faculty of Health and Community Studies*

MacEwan.ca/DisabilityStudies

The Disability Studies: Leadership and Community (DSL) program works closely with community agencies, people with disabilities, their families and governments to prepare exceptional graduates with a broad background and the practical skills to help build inclusive communities. Acting as allies, graduates honour the self-determination of people with disabilities in reaching their goals.

This diploma program provides a solid theoretical background in disability studies through comprehensive coursework. Supervised field placements provide opportunities for the practical application of theory and a broader educational experience. Graduates may continue their studies by completing the University of Calgary's Bachelor of Community Rehabilitation and Disability Studies.

## CAREER POTENTIAL

Expanding community options for people with disabilities has created an urgent need for qualified professionals to work in a variety of settings. Graduates find employment as early intervention specialists, educational assistants, job coaches, rehabilitation practitioners and community support workers and in many other fields. They are respected professionals with a strong sense of social justice and the vision to see the potential in every individual.

More than 95 per cent of graduates have found employment within six months of graduation for the last several academic years. Job satisfaction is high, and many graduates soon move into senior positions in organizations. Career potential in this exceptional employment market is limited only by your imagination and enthusiasm.

## TRANSFERABILITY

### INTERNAL OPPORTUNITIES

MacEwan University is committed to providing bridging and laddering opportunities to its certificate and diploma graduates. Graduates of this diploma program may be granted up to 60 credits to MacEwan University's Bachelor of Child and Youth Care degree and the Bachelor of Applied Human Services degree programs. Students are advised to consult a program advisor for either of these programs for specific admission requirements and/or required bridging course information.

### EXTERNAL TRANSFER

All courses completed for the Disability Studies: Leadership and Community diploma are credit courses and may be transferable individually toward further study at other Alberta institutions. For current, detailed information on individual course and diploma transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

Students presenting a completed diploma for this program may apply directly to the third year of the Bachelor of Community Rehabilitation and Disability Studies degree from the University of Calgary. This University of Calgary degree program is available online with some courses offered on campus at MacEwan University. For current, detailed information on this opportunity for further study, contact an academic advisor for the Disability Studies program.

## CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*  
Applicants must have a Special Needs Educational Assistant certificate (or equivalent).

### ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

#### 1. Skills Appraisal

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

- Unless otherwise specified, identified Skills Appraisal requirements must be completed by the beginning of the intake term.

Applicants must complete the Skills Appraisal only if they do not present ELA 30-1 with a minimum grade of 65 per cent or ELA 30-2 with a minimum grade of 75 per cent.

**Writing:** Applicants must successfully complete the writing portion OR complete any developmental course work with a minimum grade of D.

**Reading:** Applicants must successfully complete the reading portion OR complete any developmental course work with a minimum grade of D.

#### 1. English Language Proficiency

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca.

## OTHER ADMISSION CRITERIA

*To be evaluated through the Program*

Conditionally accepted applicants are required to submit the following:

- Current, clear Security Clearance or eligibility to apply for a pardon and no open youth record, by the beginning of the intake term.
- Immunizations must be up-to-date as outlined on the form supplied by the Program at the beginning of the intake term.
- Current Standard First Aid Certification, by the beginning of the intake term.

## PROGRAM OF STUDY

### YEAR II

#### TERM III

	<b>CR.</b>
DSLCL 214 Seminar I	1
DSLCL 215 Field Placement I	2
DSLCL 216 Person Directed Practice	3
DSLCL 217 Family Support	3
DSLCL 218 Advocacy and Activism	2
DSLCL 219 Positive Approaches to Learning	3
Elective	3

#### TERM IV

DSLCL 223 Positive Behaviour Support	2
DSLCL 225 Personal Care and Wellness	3
DSLCL 226 Approaches to Building Community	3
DSLCL 227 Supervision and Organizational Leadership	3
DSLCL 229 Seminar II	1
DSLCL 230 Field Placement II	3
Elective	3

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see "Minimum Course Grade" (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Disability Studies: Leadership and Community has seven years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## PROGRAM GRADUATION REGULATIONS

**Security Clearance** – A student must meet the specific security clearance requirements as set out in the admission criteria for the duration of the program or they may be required to withdraw from the program.

**Immunization** – A student must meet the specific immunization requirements as set out in the admission criteria for the duration of the program or they may be required to withdraw from the program.

## FOR FURTHER INFORMATION

Disability Studies: Leadership and Community

General Program Inquiries

Email: [disabilitystudies@macewan.ca](mailto:disabilitystudies@macewan.ca)

Day Program

Suzanne Frank, University Advisor

Phone: 780-497-5196

Distance Program

Lynne Baker, University Advisor

Phone: 780-497-5099

Program Fax: 780-497-5150

## FACULTY

### Chair

**Karen Heslop M.Ed. (Calgary), MA (Seattle)**

*Community Rehabilitation and Disability Studies; Counseling Psychology*

**Cheryl Crocker, PhD (Victoria)**

*Interdisciplinary Studies*

**Suzanne Frank, M.Ed. (Alberta)**

*Adult and Higher Education*

**Paul Fujishige, MRA (San Francisco)**

*Rehabilitation Administration*

**Shauna Pilipchuk, BCR (Calgary)**

*Community Rehabilitation and Disability Studies*

**Debbie Royer, M.Ed. (Alberta)**

*Adult and Higher Education*

**Petra Schulz, M.Ed. (Philipps)**

*Special Education*

**Neil Wright, M.Ed. (Victoria)**

*Counselling*



# EARLY LEARNING AND CHILD CARE

Faculty of Health and Community Studies

MacEwan.ca/EarlyLearning

The Early Learning and Child Care Program prepares you to be an early childhood educator and care for the youngest citizens in our community. In this program, you learn how to foster children's growing sense of identity and belonging, as active, contributing members of the community. The foundation of professional practice is facilitating early learning through play.

The Early Learning and Child Care diploma prepares you to become knowledgeable, skilled, responsive educators and advocates for young children and their families. Courses focus on child development, curriculum planning, positive child guidance, professional team communications and working with families. Classes are a unique blend of experiential learning and theoretical knowledge. Course content focuses on children from birth to eight years.

Graduates of the program are confident in their ability to:

- respond to each child as a unique individual
- build strong and supportive relationships with families
- offer early learning experiences based on current theoretical perspectives

In addition to working very closely with MacEwan University's Child Care Centre, the program has strong relationships with over 100 community-based early childhood programs in the Edmonton region. This network gives you the opportunity to explore approaches to early learning and care in professional practice, as well as to experience the realities of work in the field. MacEwan University's Early Learning and Child Care graduates are recognized leaders in the early childhood profession.

## CAREER POTENTIAL

This rewarding profession has a high demand for graduates and an increasing variety of career options. MacEwan University's Early Learning and Child Care graduates are leaders in the field, recognized for their confidence, knowledge, sensitivity and empathy, as well as their ability to facilitate children's early learning and optimal growth and development in a caring environment. Graduates are employed in child care centres, family day homes, Head Start and early intervention programs, hospital playrooms, programs for children with special needs, family support programs, preschools, playschools, kindergarten and pre-k classrooms and school-age care centres. They are prepared to work with young children from newborn through eight years of age.

## TRANSFERABILITY

### INTERNAL OPPORTUNITIES

MacEwan University is committed to providing bridging and laddering opportunities to its certificate and diploma graduates. Graduates of this diploma program may be granted up to 60 credits to MacEwan University's Bachelor of Child and Youth Care and Bachelor of Applied Human Service Administration degree programs. Students are advised to consult a program advisor for the Bachelor of Child and Youth Care program for specific admission requirements and required bridging course information.

### EXTERNAL TRANSFER

All courses completed for the Early Learning and Child Care diploma are credit courses and may be transferable individually toward further study at other Alberta institutions. Students presenting a completed diploma in this program may receive up to 60 credits of transfer credit at Athabasca University, the University of Alberta and the University of Calgary. For current, detailed information on individual course and diploma transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

### CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

#### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*

1. a) Applicants must have an Alberta high school diploma (or equivalent).

OR

- b) Applicants must have a minimum overall average of 65 per cent, with no course grade lower than 50 per cent, in the following high school courses:

1. ELA 30-1 or ELA 30-2
2. Social Studies 30 or 33
3. One Group B or D course
4. One Group A, B or C course
5. One Group C course

#### MATURE ADMISSION

*To be evaluated through the Program*

Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term.

### ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

#### 1. Skills Appraisal

*To be evaluated through the Office of the University Registrar*

##### Applicable to all admission categories

- Unless otherwise specified, identified Skills Appraisal requirements must be completed by the beginning of the intake term.

Applicants must complete the Skills Appraisal only if they do not present ELA 30-1 with a minimum grade of 65 per cent or ELA 30-2 with a minimum grade of 75 per cent.

**Writing:** Applicants must successfully complete the writing portion OR complete any developmental course work with a minimum grade of D.

**Reading:** Applicants must successfully complete the reading portion OR complete any developmental course work with a minimum grade of D.

## 1. English Language Proficiency

To be evaluated through the Office of the University Registrar

### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca.

## OTHER ADMISSION CRITERIA

To be evaluated through the Program

### Applicable to all admission categories

Conditionally accepted applicants are required to submit the following:

- Current, clear Security Clearance with Vulnerable Sector Search by the academic document deadline.
- Current Standard Child Care First Aid certificate as issued by the Canadian Red Cross or St. John Ambulance by the beginning of the intake term.

## PROGRAM OF STUDY

### YEAR I

TERM I		CR.	*MIN GR.
ECDV 101	Healthy Environments for Early Learning and Care	3	
ECDV 102	Curriculum I: Creative Expression in Early Learning and Care	3	
ECDV 110	Child Development I	3	C
ECDV 115	Communications I: Interpersonal Competencies	2	
ECDV 120	Field Placement I	3	C
ECDV 125	Integration Seminar I	1	C
ENGL 111	Communications	3	

### TERM II

ECDV 155	Curriculum II: Learning Through Play	3	
ECDV 160	Child Development II	3	
ECDV 165	Communications II: Child Centred Guidance	3	C
ECDV 170	Field Placement II	3	C
ECDV 175	Integration Seminar II	1	C
ECDV 210	Family-Centred Practice	2	

### YEAR II

### TERM III

ECDV 201	Curriculum III: Planning for Early Learning and Care	3	
ECDV 220	Field Placement III	3	C
ECDV 225	Integration Seminar III	1	C
ECDV 230	Communications III: Working in Professional Teams	2	
ECDV 260	Family and Community Issues	3	
ECDV 280	Infant and Toddler Care and Development	3	

## TERM IV

ECDV 250	Foundations of Early Childhood	2
ECDV 255	Child Development III	3
ECDV 285	Curriculum IV: Theories of Early Learning	3
ECDV 270	Field Placement IV	3
ECDV 275	Integration Seminar IV	1
OOSC 200	School Age Care and Development	3

### \*MINIMUM GRADE TO GRADUATE

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see “Minimum Course Grade” (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Early Learning and Child Care has seven years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## PROGRAM GRADUATION REGULATIONS

**Security Clearance** – A current, clear security clearance with vulnerable sector search is required for program admission. This check must be completed no earlier than four months prior to the program start date and submitted no later than the academic document deadline. Having a pardon in progress does not meet the admission requirement for a clear security clearance.

Students are responsible for obtaining security clearance checks annually or at intervals specific to their field placement agency and for making these available upon request. Students may also be required to obtain an Intervention Record Check for some field placements. Students must be able to satisfy agency requirements prior to the start of each field placement.

Students must meet the specific security clearance requirements as set out in the admission criteria for the duration of the program or they may be required to withdraw from the program.

**First Aid in Child Care** – A student must meet the specific First Aid in Child Care requirements as set out in the admission criteria for the duration of the program or they may be required to withdraw from the program.

## FOR FURTHER INFORMATION

Early Learning and Child Care  
General Program Inquiries  
Email: [earlylearning@macewan.ca](mailto:earlylearning@macewan.ca)  
Phone: 780-497-5146

## FACULTY

### Chair

**Jane Hewes, PhD (Alberta)**  
*Education*

**Sherrill Brown, PhD (Alberta)**  
*Education*

**Tricia Lirette, PhD (Alberta)**  
*Educational Policy Studies*

**Margaret Mykietyshyn, M.Ed. (Alberta)**  
*Elementary Education*

**Pamela Taylor, M.Ed. (Alberta)**  
*Adult Education*

**Nancy Thomas, M.Ed. (Alberta)**  
*Elementary Education*

# EMERGENCY COMMUNICATIONS AND RESPONSE

*Faculty of Health and Community Studies*

MacEwan.ca/Emergency

In the increasingly complex field of emergency telecommunications, there is a need for personnel who have the ability to assess situations quickly and respond in an appropriate manner. Emergency communicators are the critical link between the public and those who provide police, fire and emergency medical assistance. As the field evolves, the need for highly skilled and knowledgeable professionals is critical. The field demands professionals who are able to multi-task, use high-tech equipment, think critically and quickly in a stressful setting, and respond to the challenges of the field.

The Emergency Communications and Response program develops the broad knowledge and skills required of call evaluators or dispatchers and the unique knowledge and skills in police, fire and emergency medical environments. The program is a full-time, eight-month certificate program with some options for part-time study (contact the program). Full-time program entry occurs each fall. The full-time program may be offered as a combination of day and evening courses. The students participate in a short field placement with a communication centre in the final month of the program.

## CAREER POTENTIAL

Challenging and rewarding careers as call evaluators or dispatchers can be found in police, fire or medical communications centres. Positions can be found with provincial, federal or municipal police, fire or emergency medical services. Many opportunities are also available in specialized public or private communication centres dealing with priority service requests.

## TRANSFERABILITY

Up to five courses can be applied to meet the requirements in the Police Studies or Investigative Studies majors in the Police and Investigations diploma program at MacEwan University.

## CATEGORY OF ADMISSION

*Applicants may be admitted to the following:*

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*  
Applicants must have an Alberta high school diploma (or equivalent) or GED diploma.

## ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

### 1. Skills Appraisal

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

- Unless otherwise specified, identified Skills Appraisal requirements must be completed by the beginning of the intake term.

Applicants must complete the Skills Appraisal only if they do not present ELA 30-1 with a minimum grade of 65 per cent or ELA 30-2 with a minimum grade of 75 per cent.

**Writing:** Applicants must successfully complete the writing portion OR complete any developmental course work with a minimum grade of C-.

**Reading:** Applicants must successfully complete the reading portion OR complete any developmental course work with a minimum grade of C-.

### 1. English Language Proficiency

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca.

## OTHER ADMISSION CRITERIA

*To be evaluated through the Program*

### Applicable to all admission categories

Conditionally accepted applicants must submit a current, clear Security Clearance.

## PROGRAM OF STUDY

TERM I		CR.
ECRP 131	Call Processing/Radio Communications	3
ECRP 141	Emergency Communications I	3
ENGL 111	Communications	3
PSSC 121	Law and the Administration of Justice	3
PSYC 104	Introductory Psychology	3
TERM II		
ECRP 151	Emergency Communications II	3
ECRP 161	Emergency Planning	2
ECRP 171	Field Placement	2
ECRP 172	Integration Seminar	1
ECRP 181	Document Processing in Emergency Communications	1
PSSC 141	Interpersonal Skills	3
PSSC 212	Abnormal Behaviour and Crime	3

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfill in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 30 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 30 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see "Minimum Course Grade" (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Emergency Communications and Response has four years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## PROGRAM GRADUATION REGULATIONS

**Security Clearance** – A student must meet the specific security clearance requirements as set out in the admission criteria for the duration of the program or they may be required to withdraw from the program.

## FOR FURTHER INFORMATION

Emergency Communications and Response

General Program Inquiries

Email: [emergencycommunications@macewan.ca](mailto:emergencycommunications@macewan.ca)

Phone: 780-497-5379

## FACULTY

### Chair

**Sharon Hobden, M.Ed. (Alberta)**

*Adult Education*

**Lisa Buys, PhD (Illinois)**

*Clinical Psychology, C.Psych*

**Doug Johnson, EMT-P (NAIT); MA (Royal Roads)**

*Paramedic; Leadership*

**Rayanne Knox, Dip. (MacEwan University)**

*Police Studies*

**Fred Rayner, BA (Alberta)**

*Political Science; Economics*









# GENERAL STUDIES

Faculty of Arts and Science

MacEwan.ca/GeneralStudies

General Studies is excellent preparation for entry into career studies, university-transfer and degree programs at MacEwan University, and various other faculties in Alberta universities. The General Studies program offers university-credit coursework in the following areas: anthropology, art history, biology, classics, computing science, drama, economics, health education, history, music, philosophy, political science, psychology, and sociology.

Students are encouraged to seek admission to a degree or university-transfer program, even if their academic goal is undecided. If a student does not meet the admission requirements of the Bachelor of Arts or another university program, the General Studies program may be the right option. University-credit courses are available through the General Studies program, although it is not considered a degree or university-transfer program.

Please note:

- General Studies offers a liberal arts education. Normally, only first-year courses are available to General Studies students
- Students are encouraged, but not required, to complete a General Studies certificate (10 courses or 30 credits) or diploma (20 courses or 60 credits) while enrolled in the program. General Studies students who have completed the certificate or diploma program will be eligible for MacEwan University alumni benefits

## CAREER POTENTIAL

The General Studies program is not designed as a career program. However, the benefits of its liberal arts programming can be an important asset to any career. Prospective applicants are encouraged to contact the General Studies program to ensure it is appropriate to assist them with their academic goals.

## TRANSFERABILITY

Courses completed in the General Studies program are credit courses and may be individually transferable toward further study at other Alberta institutions. For current, detailed information on individual course transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

## CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*

1. a) Applicants must have an Alberta high school diploma (or equivalent).

OR

- b) Applicants must have a minimum overall average of 55 per cent, with no course grade lower than 50 per cent, in the following high school courses:
  1. ELA 30-1 or ELA 30-2
  2. One Group A or C course
  3. Two Group A, B, C or D courses or Applied Math 30 or any 33-level course

Applicants with nine or more post-secondary credits must also present a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale.

### MATURE ADMISSION

*To be evaluated through the Office of the University Registrar*

Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term.

Applicants with nine or more post-secondary credits must also present a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale.

## ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

### 1. Skills Appraisal

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

- Unless otherwise specified, identified Skills Appraisal requirements must be completed by the beginning of the intake term.

Applicants must complete the Skills Appraisal only if they do not present ELA 30-1 with a minimum grade of 65 per cent or ELA 30-2 with a minimum grade of 75 per cent.

**Writing:** Applicants must successfully complete the writing portion OR complete any developmental course work with a minimum grade of C-.

**Reading:** Applicants must successfully complete the reading portion OR complete any developmental course work with a minimum grade of C-.

### 1. English Language Proficiency

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca.



## FOR FURTHER INFORMATION

General Studies  
 Room 6-211, Program Services City Centre Campus  
 10700 – 104 Avenue NW  
 Edmonton, AB T5J 4S2  
 Program Office: 780-497-5653  
 Email: bartquestion@macewan.ca

Courses in this program are taught by faculty in the Faculty of Arts and Science. For the faculty listing, refer to page 62 (Bachelor of Arts faculty listing) and page 91 (Bachelor of Science faculty listing).

## FACULTY

### Chair

Robert Wiznura, PhD (British Columbia)  
*English*

## FACULTY OF ARTS AND SCIENCE PROGRAM SERVICES

### Director

Naomi Beke, M.Sc.

### Advisors

Miya Abe, BA  
 Clare Ard, MA  
 Colleen Ascher, BA  
 Kimberly Bownes, B.Ed.  
 Larisa Hayduk, B.Ed.  
 Janice deGraaf, BA  
 Nicole McLellan, BA  
 Josie O'Reilly, B.Sc.  
 Kerry Precht, MA  
 Karen Ravagnolo, MA  
 Erin Wight, BA

# HEARING AID PRACTITIONER

*Faculty of Health and Community Studies*

MacEwan.ca/HearingAid

Hearing aid practitioners test hearing ability, select, fit and sell hearing aids, and provide counselling and support to hard-of-hearing adults and adult hearing aid users.

The Hearing Aid Practitioner program is a 60-credit, distance-delivery diploma program with 19 courses required for graduation. Full-time students complete the program in two years, while part-time students may take up to seven years to complete program requirements.

The distance-learning curriculum for each course is available to students online. Students use textbooks and other learning resources in addition to the online curriculum and receive individualized support from instructors as needed.

Students must have Internet access (high-speed access is recommended) because most courses require online interaction with the instructor and other students, and exams and/or quizzes are all written online.

To complete practical assignments in most courses, students attend labs at MacEwan University in Edmonton or work under the supervision of a local licensed professional who has received approval from the program. Attendance at the university is mandatory for 10 days in the winter term prior to graduation to complete labs in the final hearing testing and hearing aid courses.

## CAREER POTENTIAL

Public awareness of hearing loss and the benefits of using hearing aids is currently growing and hearing aid practitioners are in demand in most areas of Canada and internationally. Hearing aid practitioners usually work in private hearing aid dispensing businesses either self-employed or with other professionals. Hearing aid manufacturers also employ hearing aid practitioners in a number of roles. Hearing aid practitioners are paid salary and/or commission depending on the structure and operation of the business. After graduation, legislation in many jurisdictions requires hearing aid practitioners to obtain and maintain a professional license to practice.

## TRANSFERABILITY

All courses completed for the Hearing Aid Practitioner diploma are credit courses and may be transferable individually toward further study at other Alberta or Canadian institutions. Students presenting a completed diploma in this program may receive up to 60 credits of transfer credit at Athabasca University. For current, detailed information on individual course and diploma transferability, refer to the Online Alberta Transfer Guide ([www.transferralberta.ca](http://www.transferralberta.ca)) or contact the receiving institution directly. Graduates of this diploma program are eligible to apply for admission to the Bachelor of Health Science and General Studies degree programs at Thompson Rivers University.

## CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*

1. Applicants must have an Alberta high school diploma (or equivalent).

OR

- b) Applicants must have a minimum overall average of 65 per cent, with no course grade lower than 50 per cent, in the following high school courses:

1. ELA 30-1 or ELA 30-2
2. One Group A or C course
3. Two Group A, B, C or D courses or any 33-level course

### MATURE ADMISSION

*To be evaluated through the Office of the University Registrar*

Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term.

## ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

### 1. Skills Appraisal

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

- Unless otherwise specified, identified Skills Appraisal requirements must be completed by the beginning of the intake term.

Applicants must complete the Skills Appraisal only if they do not present ELA 30-1 with a minimum grade of 65 per cent or ELA 30-2 with a minimum grade of 75 per cent.

Applicants must complete the math portion of Skills Appraisal only if they do not present Mathematics 10C with minimum grade of 50 per cent.

**Writing:** Applicants must successfully complete the writing portion OR complete any developmental course work with a minimum grade of D.

**Reading:** Applicants must successfully complete the reading portion OR complete any developmental course work with a minimum grade of D.

**Math:** Applicants must successfully complete the math portion OR complete any developmental course work with a minimum grade of D.

### 1. English Language Proficiency

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca.

## OTHER ADMISSION CRITERIA

To be evaluated through the Program

### Applicable to all admission categories

Applicants are required to complete a questionnaire/ career profile, which demonstrates that applicants understand the requirements of study and their personal suitability for the profession.

## PROGRAM OF STUDY

### YEAR I

TERM I		*MIN CR.	GR.
ENGL 111	Communications	3	
HAPR 101	Bioacoustics of Human Hearing	3	C-
HAPR 102	Hearing Testing I	2	
HAPR 103	Hearing Instrument Technology I	4	C-

### TERM II

HAPR 105	Customer Relations and Communications	3	C-
HAPR 110	Hearing Disorders	2	C-
HAPR 111	Hearing Testing II	4	C-
HAPR 202	Aural Rehabilitation I	3	
	Elective	3	

### TERM III

HAPR 114	Professional Practice	4	C-
----------	-----------------------	---	----

### YEAR II

### TERM IV

HAPR 104	The Aging Client	3	C-
HAPR 201	Interviewing and Counselling	3	C-
HAPR 203	Hearing Instrument Technology II	4	
HAPR 210	Aural Rehabilitation II	3	C-

### TERM V

HAPR 108	Business Management	3	C-
HAPR 112	Professional Responsibilities	3	C-
HAPR 204	Hearing Testing III	2	C-
HAPR 211	Hearing Instrument Technology III	4	C-

### TERM VI

HAPR 212	Field Placement	4	C-
----------	-----------------	---	----

### \*MINIMUM GRADE TO GRADUATE

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see "Minimum Course Grade" (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Hearing Aid Practitioner has seven years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## FOR FURTHER INFORMATION

Hearing Aid Practitioner  
General Program Inquiries  
Email: [hearingaid@macewan.ca](mailto:hearingaid@macewan.ca)  
Regan Lavoie, University Advisor  
Phone: 780-497-4142  
Toll-free: 1-800-799-6113

## FACULTY

### Chair

**Jean Duncan, M.Sc. (British Columbia)**  
*Audiology. R.Aud.*

**Ken Balcom, MBA (Alberta)**  
*Business Administration*

**Arlene Carson, PhD (British Columbia)**  
*Audiology. R.Aud. (courtesy)*

**Markus Hilbert, AuD (Salus)**  
*Audiology. R.Aud.*

**Marilio Loewen, AuD (A.T. Still)**  
*Audiology. R.Aud.*

**Lisa Lopez, AuD (Central Michigan)**  
*Audiology. R.Aud.*

**Julie Purdy, PhD (Utah)**  
*Communication Disorders; Geriatric Audiology. CCC – A. R.Aud.  
(courtesy)*

**Carol Stevenson, MSHA (Central Michigan)**  
*Health Administration*

**Patti-Jo Sullivan, AuD (A.T. Still)**  
*Audiology. R.Aud.*

**Tara Winsor, AuD (Florida)**  
*Audiology. R.Aud.*

# HUMAN RESOURCES MANAGEMENT

School of Business

MacEwan.ca/HRManagement

Human resource (HR) management professionals add value to their organizations by creating solutions to complex issues, such as succession planning, staffing strategies and adjusting to workplace change.

Designed by leading practitioners in the field, this program gives students both the skills and strategic insights necessary for successful human resources management practice.

Students learn about general management theories, organizational behaviour, labour and employee relations, employee training and development, compensation, staffing, workplace health and wellness, employment law and change management. The program combines case study analysis with exposure to actual human resources projects and challenges.

This full-time, two-year diploma program is delivered evenings and Saturday mornings. This format enables our instructors, HR professionals and specialists, to be available to teach in the program. The program is also available in a part-time or online format.

## CAREER POTENTIAL

Graduates of this program work in a variety of organizational settings and in a range of capacities. Typical positions include benefits assistants, human resources advisors, corporate trainers, employee relations coordinators and recruiters.

## TRANSFERABILITY

### INTERNAL OPPORTUNITIES

MacEwan University is committed to providing bridging and laddering opportunities to its certificate and diploma graduates. Graduates of this diploma program may be granted up to 60 credits to MacEwan University's Bachelor of Commerce program. Students are advised to consult a program advisor from the Commerce program for specific admission requirements.

### EXTERNAL TRANSFER

All courses completed for the Human Resources Management certificate and diploma programs are credit courses and may be transferable individually toward further study at other Alberta institutions. Students presenting a completed diploma in this program may receive up to 60 credits of transfer credit at Athabasca University, Concordia University College of Alberta and the University of Lethbridge. For current, detailed information on individual course and diploma transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

## CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*

1. a) Applicants must have an Alberta high school diploma (or equivalent).

OR

b) Applicants must have a minimum overall average of 65 per cent, with no course grade lower than 50 per cent, in the following high school courses:

1. ELA 30-1
2. Mathematics 30-1 or Mathematics 30-2
3. One Group A course
4. One Group C course
5. One Group A, B or C course

### MATURE ADMISSION

*To be evaluated through the Office of the University Registrar*

Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term.

## ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

### 1. Skills Appraisal

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories\*

- Unless otherwise specified, identified Skills Appraisal requirements must be completed by the beginning of the intake term.
- Applicants must complete the Skills Appraisal only if they do not present ELA 30-1 with a minimum grade of 65 per cent or ELA 30-2 with a minimum grade of 75 per cent.
- Applicants must complete the math portion of the Skills Appraisal only if they do not present Mathematics 30-1 or Mathematics 30-2 or Mathematics 31 with a minimum grade of 50 per cent or Applied Mathematics 30 with a minimum grade of 65 per cent.

**Writing:** Applicants must successfully complete the writing portion OR complete any developmental course work with a minimum grade of C-.

**Reading:** Applicants must successfully complete the reading portion OR complete any developmental course work with a minimum grade of C-.

**Math:** Applicants must successfully complete the math portion OR complete any developmental course work with a minimum grade of C-.

\*Under Regular Admission, Skills Appraisal is only applicable to applicants under category 1.a).





## FACULTY

### Chair

**David Parkes, PhD (Fielding)**

*Human and Organizational Systems. CHRP.*

**Cindy Arcand, Cert. (NAIT)**

*Employee Benefits and Administration. CEBS; CHRP.*

**Lyle Benson, PhD (Alberta)**

*Leadership Development. CHRP.*

**Allison Betton, BA (Alberta)**

*CHRP.*

**Rick Brick, MBA (Royal Roads)**

*Human Resource Management. CHRP. IPMA – CP.*

**Michelle Dorval, B.Mgmt (Lethbridge)**

**Human Resources Management, CHRP**

**Steve Fanjoy, BBA; BA (New Brunswick)**

*Economics. CPP.*

**Doug German, MCE (Calgary)**

*CHRP.*

**Mariina Heinonen, Cert. (NAIT)**

*Human Resources Management. CHRP.*

**Mark Johnson, B.Com. (Alberta)**

*CHRP.*

**Mark Karpinka, BA (Alberta)**

**Sandra Marin, BA (Carleton)**

*Psychology; CHRP*

**Alison Meyer, B.HRLR (Lethbridge)**

*CHRP*

**Gerald Mykytiuk, M.Sc. (Nova)**

*Administration. CHRP.*

**John Rohac, MBA (ALberta)**

**Don Schepens, MBA (Saskatchewan)**

*CHRP. CCP.*

**Earl Shindruk, M.Th. (Dallas Theological Seminary)**

**Pam Solowan, BA (Alberta)**

*CHRP*

**Matthew Smallacombe, B.Admin. (Athabasca)**

*Industrial Relations; Human Resources. CHRP.*

**Barb Sonnenberg, RN; COHN (C); MBA (University of Cape Breton)**

**Jude Udedibia, MBA (Nigeria); MCE (Calgary)**

*Leadership and Development. CHRP*



## OTHER ADMISSION CRITERIA

To be evaluated through the Program

### Applicable to all admission categories

Applicants are required to successfully complete the following:

- Keyboarding Test – Applicants must be able to type 30 words per minute or better.

## PROGRAM OF STUDY

### YEAR I

TERM I		CR.
ENGL 111	Communications	3
LEGL 110	Introduction to Legal Research	3
LEGL 210	Business Law I	3
LEGL 130	Corporate Procedures	3
OADM 103	Word Processing for Legal Assistants	3

### TERM II

LEGL 140	Introduction to the Law Office	3
LEGL 150	Residential Real Estate Transactions	3
LEGL 160	Civil Litigation Procedures I	3
LEGL 170	Technology in the Law Office I	3
LEGL 180	Financial Procedures for the Law Office	3

### YEAR II

### TERM III

LEGL 215	Commercial Transactions	3
LEGL 220	Criminal Law Procedures	3
LEGL 230	Civil Litigation Procedures II	3
LEGL 240	Technology in the Law Office II	3
	Elective	3

### TERM IV

LEGL 260	Credit and Collection Procedures	3
LEGL 270	Estate Procedures	3
LEGL 280	Family Law Procedures	3
LEGL 290	Law Office Simulation	3
LEGL 295	Legal Fieldwork	3

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see "Minimum Course Grade" (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in the Legal Assistant program has seven years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## FOR FURTHER INFORMATION

Legal Assistant  
Cheryl Kuehn, BA, Faculty Advisor  
Phone: 780-497-5242  
Email: legal@macewan.ca

## FACULTY

### Chair

G. Thomas Carter, MA; JD (Alberta)

Lorrie Adams, LLB (Alberta)

Jacqueline Devlin, LLB (Calgary)

Jody Dionne, Dip. (MacEwan University)  
*Legal Assistant*

Mark Hill, MPAcc, B.Mgmt

Travis Huckell, LLB (Alberta)

Brian Keller, LLB (Alberta)

Jill Martin, BA (Alberta)  
*Sociology; Classics*

Karen Reschke, MLIS (Alberta); LLB (Saskatchewan)

Zachary Riavitz, Dip. (MacEwan University)  
*Legal Assistant*

Rhena St. Laurent

Elaine Wowchuk

# LIBRARY AND INFORMATION TECHNOLOGY

*(Formerly Information Management and Library Technology)*

School of Business

MacEwan.ca/LIT

Since the Library and Information Technology program (formerly Information Management and Library Technology) started more than 40 years ago, the proliferation of information has led to a dramatic increase in the use of technology to organize, control and provide access to information resources.

Information personnel require excellent interpersonal and communication skills coupled with the ability to deal accurately with detail. They are versatile and can quickly adapt to a rapidly changing work environment. Because technology is central to this program, proficiency in the computer environment is a must.

Students in the Library and Information Technology program develop the expertise needed to organize, retrieve and manage information. Graduates are equipped with the skills necessary to work in any setting that handles information management, not just traditional libraries.

Practical and hands-on, this program exposes students to areas such as cataloguing, reference, circulation, records management, research techniques, information systems design and services to various types of library patrons. Students examine and apply database management software, indexing systems and standard library cataloguing rules and classification systems. Using a wide array of electronic databases, the Internet, social software tools, and traditional print sources, students become familiar with the broad scope of information organization and retrieval. Other courses include computer software applications, business communications and professional skills development.

## CAREER POTENTIAL

The demand for qualified information specialists is growing. Graduates of this program find employment in libraries, large corporations, schools, government departments, universities, publishing houses, research organizations, consulting companies and software producers. They work as library technicians, research or library assistants for corporations, records management technicians and library software specialists, to name just a few jobs.

## TRANSFERABILITY

All courses completed for the Library and Information Technology diploma are credit courses and may be transferable individually toward further study at other Alberta institutions. For current, detailed information on individual course and diploma transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

## CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*

1. a) Applicants must have an Alberta high school diploma (or equivalent).

OR

b) Applicants must have a minimum overall average of 65 per cent, with no course grade lower than 50 per cent, in the following high school courses:

1. ELA 30-1 or ELA 30-2
2. One Group A course
3. One Group B course
4. One Group C course or Applied Math 30
5. One Group A, B or C course

### MATURE ADMISSION

*To be evaluated through the Office of the University Registrar*

Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term.

### PREVIOUS POST-SECONDARY WORK

*To be evaluated through the Office of the University Registrar*

Admission in this category does not imply or guarantee the transfer of any coursework and/or credential unless a block transfer agreement (internal or external) is in effect and published in the academic calendar by the Office of the University Registrar. In addition, transfer of coursework does not imply or guarantee that an applicant will be admitted.

Applicants must have successfully completed one of the following from a recognized institution:

- A post-secondary Certificate, Diploma, Applied Degree or Degree.

OR

- A minimum of 18 credits of post-secondary coursework with a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale.

## ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

### 1. Skills Appraisal

To be evaluated through the Office of the University Registrar

#### Applicable to all admission categories

- Unless otherwise specified, identified Skills Appraisal requirements must be completed by the beginning of the intake term.

Applicants must complete the Skills Appraisal only if they do not present ELA 30-1 with a minimum grade of 65 per cent or ELA 30-2 with a minimum grade of 75 per cent.

**Writing:** Applicants must successfully complete the writing portion OR complete any developmental course work with a minimum grade of B.

**Reading:** Applicants must successfully complete the reading portion OR complete any developmental course work with a minimum grade of B.

### 1. English Language Proficiency

To be evaluated through the Office of the University Registrar

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca.

## PROGRAM OF STUDY

### YEAR I

TERM I		CR.
ENGL 111	Communications	3
INFM 101	Introduction to Information Resources	3
INFM 103	Reference Fundamentals	3
INFM 104	Collection Development	3
MGMT 107	Business Computing	3

### TERM II

ENGL 211	Business Communications	3
INFM 152	Information Services and Resources I	3
INFM 155	Organization of Information I	3
INFM 110	Professional Skills and Support Services	3
MGMT 270	Web Database for Business	3

### YEAR II

### TERM III

INFM 202	Information Services and Resources II	3
INFM 205	Organization of Information II	3
INFM 208	Library Services for Children and Young Adults	3
INFM 209	Records, Information and Privacy Management	3
MGMT 122	Organizational Behaviour	3

### TERM IV

INFM 219	Electronic Records Management	3
INFM 255	Organization of Special Materials	3
INFM 258	Information Systems Design	3
INFM 259	Information Services Management	3
INFM 260	Field Placement	3

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see "Minimum Course Grade" (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Information Management and Library Technology has seven years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## FOR FURTHER INFORMATION

Library and Information Technology  
Norene James, Curriculum Coordinator  
Cheryl Kuehn, Faculty Advisor  
Phone: 780-497-5242  
Email: [lit@macewan.ca](mailto:lit@macewan.ca)

## FACULTY

### Chair

G. Thomas Carter, MA; JD (Alberta)

Tony Fell, MLS (Alberta)

Mickey Hargreaves, Dip. (Alberta)  
*Public Administration*

Norene James, MLIS (Alberta)

Jason Openo, MLIS (Washington)

Karen Reschke, MLIS (Alberta); LLB (Saskatchewan)

# MASSAGE THERAPY

Faculty of Health and Community Studies

MacEwan.ca/Massage

The Massage Therapy program offers a unique blend of scientific theory and clinical practice. It offers a comprehensive clinical education that develops well-rounded massage therapists able to practise in a wide range of medical and therapeutic environments. The program teaches soft tissue manipulation techniques for the assessment and treatment of stress, pain and a variety of physical conditions. With challenging courses in anatomy, physiology, kinesiology, pathology and communication, students gain a foundation of knowledge that carries them through dynamic field placement experiences and professional practice at MacEwan University's public massage clinic.

Available through full-time and part-time study, the program prepares students to become a Registered Massage Therapist (RMT) with a provincial association. With MacEwan University's reputation as a leader in massage education, many graduates may be eligible for enrolment across Canada and internationally.

## CAREER POTENTIAL

Massage therapy is on the leading edge of a vastly expanding market of health-related services. As massage therapy continues to gain recognition in the general population and the health care community, the profession can be seen as having high job potential, particularly with the growing trend toward self-employment. Graduates can specialize in areas that suit their lifestyles, their needs and the needs of their clients. Potential work sites for massage therapists include an office in their own home, a clinic with other massage/health care professionals, home visits, spas, sport massage in an athletic club, corporate environments and within hospital settings.

## TRANSFERABILITY

Diploma graduates have a wide range of continuing education options, ranging from ongoing study in specialty areas to undergraduate and graduate study at institutes and universities across North America. Graduates of this diploma program are eligible to apply for admission to the Bachelor of Health Science and General Studies degree programs at Thompson Rivers University.

## CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*

Applicants must have an Alberta high school diploma (or equivalent) and have completed one of the following with a minimum grade of 50 per cent:

- Chemistry 30
- Biology 30
- Science 30

### MATURE ADMISSION

*To be evaluated through the Office of the University Registrar*

Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term.

## ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

### 1. Skills Appraisal

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

- Unless otherwise specified, identified Skills Appraisal requirements must be completed by the beginning of the intake term.

Applicants must complete the Skills Appraisal only if they do not present ELA 30-1 with a minimum grade of 65 per cent or ELA 30-2 with a minimum grade of 75 per cent.

**Writing:** Applicants must successfully complete the writing portion OR complete any developmental course work with a minimum grade of D.

**Reading:** Applicants must successfully complete the reading portion OR complete any developmental course work with a minimum grade of D.

### 1. English Language Proficiency

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca .





## PROGRAM GRADUATION REGULATIONS

**Security Clearance** – A student must meet the specific security clearance requirements as set out in the admission criteria for the duration of the program or they may be required to withdraw from the program.

**Immunization** – A student must meet the specific immunization requirements as set out in the admission criteria for the duration of the program or they may be required to withdraw from the program.

## FOR FURTHER INFORMATION

Message Therapy

General Program Inquiries

Email: [message@macewan.ca](mailto:message@macewan.ca)

Charlotte Bowman, University Advisor

Phone: 780-497-5704

Fax: 780-497-4058

## FACULTY

### Chair

**Jeff Moggach, MA (Royal Roads)**

*Learning and Technology. RMT.*

**Gail Amort-Larson, M.Sc. (Alberta)**

*Physical Education*

**Deborah Barrie, MBA (Athabasca)**

*Business Administration*

**Jacqueline Chalifoux, B.Sc. (Alberta)**

*Psychology. RMT.*

**Jaclyn Chute, B.Sc. (Alberta)**

*Nutrition*

**Pam Cushing, BA (Alberta)**

*Gerontology. RMT.*

**Dawna-Lynne Duffy, Dip. (CCMH)**

*Massage Therapy. RMT.*

**Aurel Hamran, Dip. (MacEwan University)**

*Massage Therapy. RMT.*

**Sandra Macdonald, BA (Alberta)**

*Religious Studies; Sociology; Psychology. RMT.*

**Michael McFarlane, B.Sc. (Alberta)**

*Zoology/Biological Sciences. R.Ac.*

**Dana Miller, Dip. (MacEwan University)**

*Massage Therapy. RMT.*

**Rowe Anne Rivet, BA (Alberta)**

*Education. RMT.*

**Matthew Rolheiser, B.Sc.; B.Ed. (Alberta)**

*Biology; Education*

**Claudia Seiler-Mutton, M.Ed. (Alberta)**

*Education. RN.*

**Sheryl Watson, Dip. (MacEwan University)**

*Massage Therapy. RMT.*

**Lois Wihlidal, M.Sc. (Alberta)**

*Physical Therapy*

**Cindy Wyrozub, Dip. (MacEwan University)**

*Massage Therapy. RMT.*









# OCCUPATIONAL HEALTH NURSING

*Faculty of Health and Community Studies*

MacEwan.ca/OHN

Occupational Health Nursing (OHN) focuses on protecting workers from hazards in their work, promoting workers' health, preventing illness and injuries and placing workers in jobs suited to their physical, mental and psychosocial abilities. The broad scope of practice encompasses the application of theoretical principles in management, health assessment, health education, counselling, occupational hygiene, toxicology, program development, information management, primary care, emergency response, managed rehabilitation and client advocacy.

This 30-credit program is offered via online distance delivery, which allows students to study while they maintain their personal and professional obligations. In combination with required clinical hours this program prepares graduates to write the Canadian Nurses Association (CNA) Occupational Health Nursing certification exam.

## CAREER POTENTIAL

There is a broad spectrum of employment opportunities for a qualified OHN. Prospective places of employment include the manufacturing, food processing, petrochemical and mining industries, as well as health care agencies, government offices and educational institutions.

## TRANSFERABILITY

All courses completed for the Occupational Health Nursing certificate program are credit courses and may be transferable individually toward further study at other Alberta institutions. Students presenting a completed certificate in this program may receive up to 22 credits of transfer credit at Athabasca University. For current, detailed information on individual course and certificate transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

## CATEGORY OF ADMISSION

*Applicants may be admitted to the following:*

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*  
Applicants must be actively registered as a Registered Nurse in Canada or licensed as a nurse in another country, and have received a practicing permit from their professional provincial jurisdiction.

## ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

### 1. English Language Proficiency

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca .

## OTHER ADMISSION CRITERIA

*To be evaluated through the Program*

#### Applicable to all admission categories

Within the first nine credits, applicants must successfully complete the following MacEwan University course (or equivalent), with a minimum grade of C-:

- ENGL 111 Communications

OR

- ENGL 108 An Introduction to Language or Literature

## PROGRAM OF STUDY

		*MIN	
		CR.	GR.
OCCH 300	Introduction to Occupational Health Nursing	3	C-
OCCH 301	Occupational Environments	4	C-
OCCH 302	Occupational Health Screening	4	C-
OCCH 303	Field Visits in Occupational Health	2	C-
OCCH 304	Occupational Health Program Development	3	C-
OCCH 305	Managed Rehabilitation	3	C-
OCCH 306	Trends and Issues in Occupational Health	3	C-
OCCH 307	Occupational Toxicology	3	C-
OCCH 308	Health Surveillance in the Workplace	3	C-
OCCH 309	Field Project in Occupational Health	2	C-

### \*MINIMUM GRADE TO GRADUATE

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see "Minimum Course Grade" (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Occupational Health Nursing has four years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating Credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## PROGRAM GRADUATION REGULATIONS

**Active Registered Nurse License** – students must meet the specific Registered Nurse requirements as set out in the admission criteria for the duration of the program or they may be required to withdraw from the program.

## FOR FURTHER INFORMATION

Occupational Health Nursing  
General Program Inquiries  
Email: [rn@macewan.ca](mailto:rn@macewan.ca)  
Marilyn Romanyk, University Advisor  
Phone: 780-497-5727  
Toll-free: 1-800-661-6878

## FACULTY

### Director and Chair

**Shirley Galenza, M.Ed. (Calgary)**  
*Adult and Community Education. RN.*

**Shirley Chandler, M.Sc. (McGill)**  
*Nursing. Occupational Health RN*

**Janice Krushinsky, Dip. (Royal Alexandra Hospital)**  
*Nursing; Occupational Health. RN.*

**Leah Milton, BN (Calgary)**  
*Nursing; Occupational Health. RN.*

**Lisa Stevens-Myles, Dip. (St Lawrence)**  
*Nursing; Occupational Health. RN.*

**Lynn Rogers, MN (Calgary)**  
*Nursing; Occupational Health. Nursing. RN.*

**Christopher Sheppard, M.Sc. (Memorial)**  
*Inorganic Chemistry*

**Lora Walker, Dip. (University of Alberta Hospital)**  
*Nursing; Occupational Health. RN.*





## OTHER ADMISSION CRITERIA

To be evaluated through the Program

### Applicable to all admission categories

Applicants are required to achieve a placement at 30 words per minute within six errors on a five-minute keyboard test.

For Medical major only:

- Conditionally accepted applicants are required to submit a current, clear security clearance or eligibility to apply for a pardon and no open youth record.
- Conditionally accepted applicants are required to submit an immunization record form meeting provincial regulations for health care workers.

## Administrative major

The administrative major provides students with a wide range of skills covering all aspects of the office environment from word processing and accounting to office procedures and customer service. Technology is an integral part of this program – students are trained with the latest software programs as they learn how to process and manage information efficiently.

### CAREER POTENTIAL

Students can expect to work as office assistants, receptionists, administrative assistants, executive assistants, personal assistants or secretaries in private companies, business and government offices, and non-profit associations. This program prepares graduates to work in many diverse areas and there are excellent career opportunities.

### PROGRAM OF STUDY

TERM I		CR.
ENGL 111	Communications	3
OAAS 110	Administrative Office Procedures I	3
OAAS 111	Office Technology I	3
OADM 112	Customer Communications and Service I	3
OADM 113	Document Formatting I	3
OADM 124	Office Math Applications	1
TERM II		
ACCT 100	Introduction to Accounting and Computerized Accounting Applications	3
OAAS 120	Administrative Office Procedures II	3
OAAS 121	Office Technology II	3
OAAS 127	Presentations and Web Pages	3
OADM 122	Customer Communications and Service II	3
OADM 123	Document Formatting II	3
TERM III		
OAAS 130	Administrative Office Procedures III and Field Placement	3
OAAS 131	Office Technology III	3

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## Legal major

The legal major provides core office skills and legal-specific courses for entry-level legal assistants that include legal transcription, basic legal theory and legal office procedures. The legal assistant in today's competitive market must be adept with technology, understand procedures in a law office, have a basic knowledge of law and be able to work within time limits.

### CAREER POTENTIAL

Graduates work as entry-level legal assistants, transcriptionists or word processing operators in law offices, legal departments of government or private industry, or in general business offices.

### PROGRAM OF STUDY

TERM I		CR.
ENGL 111	Communications	3
LEGL 100	Introduction to Law I	3
OADM 113	Document Formatting I	3
OALS 110	Legal Office Procedures I	3
OALS 111	Word Processing	3
OALS 115	Corporate Procedures in the Law Office	3
TERM II		
LEGL 104	Introduction to Law II	3
OALS 112	Customer Communications and Service	3
OALS 120	Legal Office Procedures II	3
OALS 121	Integrated Office Applications	3
OALS 123	Legal Research and Technology	3
OADM 124	Office Math Applications	1

TERM III		
OALS 131	Legal Transcription and Field Placement	3
OALS 132	Conveyancing Procedures in the Law Office	3

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## Medical major

The medical major provides students with the computer and medical software skills necessary for today's health care field. Students will receive a solid foundation in medical and pharmaceutical terminology, transcription, and medical office procedures which will prepare graduates for a variety of unit clerk and medical office assistant positions.

### CAREER POTENTIAL

Graduates work as unit clerks, medical office assistants, medical receptionists and transcriptionists in medical offices, clinics, hospitals and government agencies, as well as general areas such as insurance.



# POLICE AND INVESTIGATIONS

Faculty of Health and Community Studies

MacEwan.ca/Investigations

MacEwan.ca/Police

Investigate which of the two-year diploma programs offered through the Police and Investigations program prepares you for the career of your choice: Investigative Studies or Police Studies.

## Investigative Studies

To respond to society's increasing concern for security, the demand for educated personnel in both the public and private sectors of protective services continues to grow at a phenomenal rate. To meet the emerging challenges and responsibilities of this growing profession, the two-year diploma emphasizes the knowledge and skills necessary to conduct investigations and develop and implement comprehensive security programs.

Evidence of the growth in this profession is often visible. However, there also exists a less visible side of private investigations and security that includes a diverse group of specialists who engage in investigative work for banks, retail outlets, corporations and government. As the roles continue to expand and become increasingly complex, individuals must be well grounded in the law and investigative techniques and develop a broad understanding of the field.

The diploma program consists of 61 credits and can be completed through full-time day or part-time evening studies. The full-time day program is completed over a two-year period, with one intake in the fall term. Part-time evening studies can begin in the fall, winter or spring/summer terms, subject to course offerings.

Admission to the program is competitive and is subject to a quota.

## CAREER POTENTIAL

Investigative Studies provides a foundation for individuals seeking positions as investigators, security practitioners and management professionals. Investigators and security practitioners are found within a broad cross-section of public and private institutions and organizations. Some examples include investigators within federal, provincial and municipal government departments, sheriff's department, security consultants and private investigators. Other related career options include emergency planner, customs and immigration officer, border services officer, insurance investigator, public security peace officer, municipal bylaw enforcement officer, animal control officer, special constables, liquor and gaming inspectors, hospital security officers, maintenance enforcement officers, peace officers and transit security officers.

## TRANSFERABILITY

### INTERNAL OPPORTUNITIES

MacEwan University is committed to providing bridging and laddering opportunities to its certificate and diploma graduates. Graduates of this diploma program may be granted up to 60 credits to MacEwan University's Bachelor of Applied Human Services degree program. Students are advised to consult a program advisor for the Bachelor of Applied Human Services degree program for specific admission requirements.

### EXTERNAL TRANSFER

All courses completed for the Police and Investigations, Investigative Studies major diploma are credit courses and may be transferable individually toward further study at other Alberta institutions. Students presenting a completed diploma in this program may be eligible to receive up to 60 credits to the Bachelor of Professional Arts in Criminal Justice at Athabasca University. For current, detailed information on individual course and certificate/diploma transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

### CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

#### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*  
Applicants must have an Alberta high school diploma (or equivalent).

#### MATURE ADMISSION

*To be evaluated through the Office of the University Registrar*  
Applicants must be 18 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term.

### ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

#### 1. Skills Appraisal

*To be evaluated through the Office of the University Registrar*

##### Applicable to all admission categories

- Unless otherwise specified, identified Skills Appraisal requirements must be completed by the beginning of the intake term.

Applicants must complete the Skills Appraisal only if they do not present ELA 30-1 with a minimum grade of 65 per cent or ELA 30-2 with a minimum grade of 75 per cent.

**Writing:** Applicants must successfully complete the writing portion OR complete any developmental course work with a minimum grade of C-.

**Reading:** Applicants must successfully complete the reading portion OR complete any developmental course work with a minimum grade of C-.

#### 1. English Language Proficiency

*To be evaluated through the Office of the University Registrar*

##### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at [MacEwan.ca](http://MacEwan.ca).

## OTHER ADMISSION CRITERIA

*To be evaluated through the Program*

### Applicable to all admission categories

Conditionally accepted applicants are required to submit a current, clear Security Clearance before the beginning of the intake term.

## PROGRAM OF STUDY

### YEAR I

TERM I		*MIN CR.	GR.
ENGL 111	Communications	3	
PSYC 104	Introductory Psychology	3	
OR			
PSYC 100	Applied Introductory Psychology	3	
PSSC 121	Law and the Administration of Justice	3	
PSSC 132	Investigative Law	3	
PSSC 151	Security Programs and Risk Management	3	

### TERM II

ENGL 211	Business Communications	3	
PSSC 133	Legal Evidence in Investigations	3	
PSSC 141	Interpersonal Skills	3	
PSSC 252	Investigations I	3	
SOCI 100	Introductory Sociology	3	C-

### YEAR II

### TERM III

PSSC 152	Loss Prevention Program Management	3	
PSSC 212	Abnormal Behaviour and Crime	3	
PSSC 242	Leadership Skills	3	
PSSC 262	Integration Seminar	1	
PSSC 272	Field Placement	4	
SOCI 225	Criminology	3	C-

### TERM IV

PSSC 253	Investigations II	3	
PSSC 263	Integration Seminar	1	
PSSC 273	Field Placement	4	
PSSC 293	Emergency Management	3	
SOCI 321	Youth, Crime and Society	3	

### \*MINIMUM GRADE TO GRADUATE

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 30 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 30 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see “Minimum Course Grade” (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in the Investigative Studies major has seven years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## PROGRAM GRADUATION REGULATIONS

**Security Clearance** – A student must meet the specific security clearance requirements as set out in the admission criteria for the duration of the program or they may be required to withdraw from the program.

## Police Studies

With rapid societal change and evolving technology, there is a need for police officers dedicated to the community, to problem solving and to making a difference. Policing in the 21st century requires a broad base of knowledge and skill. This challenging and rewarding two-year diploma provides potential police officers with knowledge and skills in leadership techniques, policing, criminalistics, investigative techniques, criminology, law, psychology, sociology and human relations.

The diploma program consists of 61 credits and can be completed through a full-time day program or part-time evening studies. The full-time day program is completed over two years, with one intake in the fall term. Part-time evening studies can begin in the fall, winter or spring/summer terms, subject to course offerings.

Admission to the program is competitive and is subject to a quota.

### CAREER POTENTIAL

Graduates from Police Studies may gain employment with the RCMP, municipal police services (e.g. Edmonton Police Service, Calgary Police Service) across Canada, the CN Police, Sheriff's Department and the Canadian Forces Military Police. Graduates must apply directly to a police service and meet its minimum standards.

### TRANSFERABILITY

#### INTERNAL OPPORTUNITIES

MacEwan University is committed to providing bridging and laddering opportunities to its certificate and diploma graduates. Graduates of this diploma program may be granted up to 60 credits to MacEwan University's Bachelor of Applied Human Services degree program. Students are advised to consult a program advisor for the Bachelor of Applied Human Services degree program for specific admission requirements.

#### EXTERNAL TRANSFER

All courses completed for the Police and Investigations, Police Studies major diploma are credit courses and may be transferable individually toward further study at other Alberta institutions. Students presenting a completed diploma in this program may be eligible to receive up to 60 credits to the Bachelor of Professional Arts in Criminal Justice at Athabasca University and a block transfer of 15 credits to the Bachelor of Arts in Criminal Justice major at Mount Royal University. For current, detailed information on individual course and certificate/diploma transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

### CATEGORY OF ADMISSION

*Applicants may be admitted to the following:*

#### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*  
Applicants must have an Alberta high school diploma (or equivalent) or GED diploma.

### ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

#### 1. Skills Appraisal

*To be evaluated through the Office of the University Registrar*

##### Applicable to all admission categories

- Unless otherwise specified, identified Skills Appraisal requirements must be completed by the beginning of the intake term.

Applicants must complete the Skills Appraisal only if they do not present ELA 30-1 with a minimum grade of 65 per cent or ELA 30-2 with a minimum grade of 75 per cent.

**Writing:** Applicants must successfully complete the writing portion OR complete any developmental course work with a minimum grade of C-.

**Reading:** Applicants must successfully complete the reading portion OR complete any developmental course work with a minimum grade of C-.

#### 1. English Language Proficiency

*To be evaluated through the Office of the University Registrar*

##### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at [MacEwan.ca](http://MacEwan.ca).

### OTHER ADMISSION CRITERIA

*To be evaluated through the Program*

#### Applicable to all admission categories

Applicants are required to complete the fitness test. Applicants must meet the minimum standard (rating of 1) for each fitness test component and achieve a minimum score of 16/40.

Conditionally accepted applicants are required to submit a current, clear Security Clearance before the beginning of the intake term.

### PROGRAM OF STUDY

#### YEAR I

TERM I		*MIN CR.	GR.
ENGL 111	Communications	3	
PSYC 104	Introductory Psychology	3	
OR			
PSYC 100	Applied Introductory Psychology	3	
PSSC 112	Policing in Canada	3	
PSSC 121	Law and the Administration of Justice	3	
PSSC 122	Criminal Law	3	

#### TERM II

ENGL 211	Business Communications	3	
PSSC 102	Criminal Investigation	3	
PSSC 123	Legal Evidence in Criminal Investigations	3	
PSSC 141	Interpersonal Skills	3	
SOCI 100	Introductory Sociology	3	C-

## YEAR II

## TERM III

PSSC 203	Forensic Science	3	C-
PSSC 212	Abnormal Behaviour and Crime	3	
PSSC 242	Leadership Skills	3	
PSSC 262	Integration Seminar	1	
PSSC 272	Field Placement	4	
SOCI 225	Criminology	3	C-

## TERM IV

PSSC 204	Forensic Investigation	3	
PSSC 263	Integration Seminar	1	
PSSC 273	Field Placement	4	
PSSC 283	Emergency Planning and Response	3	
SOCI 321	Youth, Crime and Society	3	

## \*MINIMUM GRADE TO GRADUATE

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 30 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 30 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see “Minimum Course Grade” (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in the Police Studies major has seven years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## PROGRAM GRADUATION REGULATIONS

**Security Clearance** – A student must meet the specific security clearance requirements as set out in the admission criteria for the duration of the program or they may be required to withdraw from the program.

## FOR FURTHER INFORMATION

Police and Investigations

General Program Inquiries

Email (Day program):

investigations@macewan.ca

police@macewan.ca

Email (Evening program):

investigationsparttime@macewan.ca

policeparttime@macewan.ca

Michelle Murphy, B.Sc. (Alberta), University Advisor

Phone: 780-497-5186

## FACULTY

## Acting Chair

**Fons Chafe, B.Sc.; BA; B.Ed. (Memorial)**

*Mathematics; Psychology*

**Karen Adams, M.Ed. (Regina)**

*Adult Education*

**Bob Anderson**

**Rick Bohachyk**

**Tanya Boles, M.Ed. (Calgary)**

*Psychology*

**Lisa Buys, PhD (Illinois at Urbana-Champaign)**

*Psychology, C. Psych*

**Stewart Callioux, BPA (Athabasca)**

*Criminal Justice*

**Lloyd Flaro, EdD (State University of New York at Buffalo)**

*Educational Psychology*

**Randy Joseph, MA (Gonzaga)**

*Administration and Curriculum Development*

**Devin LaForce, B.Sc. (Alberta)**

*Biological Sciences*

**Fred Rayner, BA (Alberta)**

*Political Science; Economics*

**Joe Slemko**

**Heather Steinke-Attia, LLB (Alberta)**

*Law*

**Steve Young, MBA (Alberta)**

*International Business*

# PSYCHIATRIC NURSING

Faculty of Health and Community Studies

MacEwan.ca/PsychNursing

MacEwan University's Psychiatric Nursing diploma program prepares graduates for a professional career as a Registered Psychiatric Nurse (RPN). This 28-month program is designed for full-time studies and comprises 89 credits of coursework distributed over 2.5 academic years. The program has intakes at two sites: City Centre Campus in Edmonton and the Centennial Centre for Mental Health and Brain Injury in Ponoka (approximately 100 kilometres south of Edmonton).

The curriculum helps students develop the professional competencies they need to care for people experiencing mental and physical health problems. Graduates are ready to promote optimal wellness for patients/clients and provide holistic, client-centred nursing care across the lifespan. The program of study incorporates extensive theory, laboratory and clinical practice. It builds on knowledge from nursing and psychiatric nursing, as well as the biological, health and social sciences. Concentrated blocks of nursing practice experiences, scheduled in a variety of settings, are strategically positioned within each academic year.

Graduates of this program receive a diploma in Psychiatric Nursing and are eligible to write the Registered Psychiatric Nurses of Canada Examination (RPNCE), which is required for registration as an RPN. Opportunities exist for RPNs to pursue baccalaureate and graduate studies in mental health or a related field.

## CAREER POTENTIAL

RPNs play an integral role as members of the inter-professional health care team. They are employed in such areas as community mental health, acute and sub-acute psychiatry, palliative care, rehabilitation, continuing care, correctional services, crisis intervention, addictions and substance abuse, education, research and private practice. Psychiatric nurses bring an important mental health perspective to the delivery of health services through their employment in such roles as staff psychiatric nurses, addictions counsellors, therapists, community mental health workers, case managers, educators, administrators, researchers and self-employed practitioners. Psychiatric nursing is recognized as a distinct profession in the Yukon, throughout the Western Canadian provinces and in numerous other countries.

## TRANSFERABILITY

All courses completed for the Psychiatric Nursing diploma program are credit courses and may be transferable individually toward further study at other Alberta institutions. Program graduates may choose to pursue a degree in mental health or a related field. The program is designed to incorporate university-transferable coursework applicable to a baccalaureate degree. For current, detailed information on individual course and diploma transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

## CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*

Applicants must have a minimum overall average of 65 per cent, with no course grade lower than 50 per cent, in the following high school courses:

1. ELA 30-1
2. Biology 30
3. Chemistry 30 or Science 30
4. Mathematics 30-1, Mathematics 30-2 or Mathematics 31
5. One Group A, B or C course

### Note:

- Applicants must have completed the appropriate high school courses or present university transferable post-secondary substitutions.

Applicants with nine to 23 university-level credits must also present a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale.

### MATURE ADMISSION

*To be evaluated through the Office of the University Registrar*

Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term. Applicants must have a minimum overall average of 65 per cent, with no course grade lower than 50 per cent, in the following high school courses:

1. ELA 30-1
2. Biology 30
3. Chemistry 30 or Science 30
4. Mathematics 30-1, Mathematics 30-2 or Mathematics 31

### Note:

- For Mature Admission only, another Group C course grade could be used to replace the Mathematics 30-1, Mathematics 30-2 or Mathematics 31 grade in the calculation of the competitive average.
- Applicants must have completed the appropriate high school courses or present university transferable post-secondary substitutions.

Applicants with nine to 23 university-level credits must also present a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale.

### PREVIOUS POST-SECONDARY WORK

To be evaluated through the Office of the University Registrar  
 Admission in this category does not imply or guarantee the transfer of any coursework and/or credential unless a block transfer agreement (internal or external) is in effect and published in the academic calendar by the Office of the University Registrar. In addition, transfer of coursework does not imply or guarantee that an applicant will be admitted.

Applicants must have successfully completed the following from a recognized institution:

- A minimum of 24 credits of university transferable coursework with a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale and must have completed the required core courses listed under the Regular or Mature Admission category.

### ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

#### 1. English Language Proficiency

To be evaluated through the Office of the University Registrar

##### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in MacEwan University's full-time calendar or online at MacEwan.ca.

Applicants must meet university-level requirements for English language proficiency.

#### 2. Spoken English Proficiency

To be evaluated through the Office of the University Registrar

##### Applicable to all admission categories

Applicants who speak English as a second language – regardless of citizenship – are required to submit official documents such as high school, post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in MacEwan University's full-time calendar or online at MacEwan.ca.

### OTHER ADMISSION CRITERIA

To be evaluated through the Office of the University Registrar

##### Applicable to all admission categories

Applicants who have had one unsatisfactory academic record must meet the admission requirements under the Previous Post-Secondary Work admission category

Applicants who have two or more unsatisfactory academic records from any post-secondary program or institution will not be considered for admission or re-admission to the Program. For the purpose of admission or re-admission, an unsatisfactory record is defined as a transcript with the notation 'required to withdraw' or equivalent.

To be evaluated through the Program

##### Applicable to all admission categories

Conditionally accepted applicants are required to submit: a current, clear Security Clearance for working with vulnerable populations by the academic document deadline. Having a pardon in progress does not meet the admission requirement for a clear security clearance.

Conditionally accepted applicants who have had a break in the continuity of their nursing program or who completed a portion of a nursing program through another institution may have to meet additional course requirements to establish course currency and/or course equivalence.

### PROGRAM OF STUDY

#### YEAR I

##### TERM I

			*MIN
		CR.	GR.
HLSC 120	Human Anatomy	3	C-
HLSC 126	Human Physiology I	3	C-
HLST 154	Professional Communication	3	C-
HLST 159	Health Foundations	3	C-
NURS 150	The Discipline of Psychiatric Nursing	3	C-
PSYC 104	Introductory Psychology	3	C-

##### TERM II

ENGL 102	Analysis and Argument	3	C-
HLSC 124	Microbiology for Health Professionals	3	C-
HLSC 128	Human Physiology II	3	C-
PNRS 152	Foundations in Nursing Practice	6	C-
PSYC 105	Individual and Social Behaviour	3	C-

##### TERM III

PNRS 155	Mental Health Nursing I	4	C-
----------	-------------------------	---	----

#### YEAR II

##### TERM IV

HLSC 220	Pharmacotherapeutics for Health Professionals	3	C-
HLSC 222	Alterations in Health Across the Lifespan	3	C-
NURS 251	Nursing Care, Diverse Populations	4	C-
NURS 252	Health Assessment Across the Lifespan	4	C-
PNRS 252	Mental Health Nursing II	4	C-

##### TERM V

NURS 253	Nursing Practice, Diverse Populations I	5	C-
NURS 255	Nursing Practice, Diverse Populations II	5	C-
PNRS 255	Psychiatric Nursing Practice, Adult Populations	5	C-

##### TERM VI

PNRS 259	Psychiatric Nursing Practice, Special Populations	5	C-
----------	---	---	----

#### YEAR III

##### TERM VII

PNRS 352	Mental Health Nursing III	4	C-
PNRS 355	Clinical Preceptorship	7	C-

#### \*MINIMUM GRADE TO GRADUATE

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.



## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see "Minimum Course Grade" (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Psychiatric Nursing has four years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## PROGRAM GRADUATION REGULATIONS

**Progression of Studies** – Students are responsible for ensuring they meet the prerequisite and/or co-requisite requirements as noted on program courses. Course enrolment is required for attendance in all program courses.

**Professional Code of Conduct** – Students must adhere to the Registered Psychiatric Nurses of Canada (RPNC) code of ethics, the professional code of conduct and the confidentiality agreements signed with MacEwan University and clinical placement/other agencies.

**Regulations Governing Clinical Courses** – Students must achieve satisfactory performance in all clinical courses in accordance with the course/clinical criteria. Clinical course hours may include days, evenings, nights and weekends. Students are to arrange their own transportation for required program activities and any costs incurred for meals, travel and accommodation are the student's responsibility. Students will require daily access to a vehicle for any practice experience not accessible through public transportation. Required nursing practice placements will generally be within a 150 kilometer radius of the program site.

Students cannot be in attendance at clinical agencies as a MacEwan University psychiatric nursing student except at times and locations authorized by the clinical course instructor for the course in which the student is currently enrolled. Students must comply with Policy C2060 Work Integrated Learning regarding clinical and/or nursing practice placements.

**Security Clearance** – A current, clear security clearance for working with vulnerable populations is required for program admission. This check must be completed no earlier than 90 days prior to the program start date and submitted no later than the academic document deadline. Having a pardon in progress does not meet the admission requirement for a clear security clearance.

Students are responsible for obtaining security clearance checks at intervals specified by clinical agencies and for making these available, upon request, to their clinical agency representative. Students may also be required to obtain child welfare checks for some clinical placements. Students must be able to satisfy agency requirements prior to the start of clinical placements. Students whose security clearance status changes following program admission compromise their ability to complete the program requirements as they may be denied required clinical placements and, therefore, be unable to meet graduation requirements.

**Program Standards** – In accordance with MacEwan University's Admissions policy (C5010) students admitted to the Psychiatric Nursing program are presumed to be capable of fulfilling the academic requirements of their program with, if applicable, provision of reasonable accommodation. The reasonable accommodation of students with disabilities shall not require MacEwan University to lower its standards, academic or otherwise, nor shall it relieve a student of the responsibility to develop and demonstrate the essential skills and competencies expected of all students pursuing this program (Policy E3400, Students with Disabilities).

**Immunization Status** – Program students may be required to care for patients who have infectious diseases such as Hepatitis B and those with other blood-borne pathogens when assigned to their care. Students must be able to meet agency requirements for immunizations prior to the start of all clinical or practice placement courses.

Current immunization against specified communicable diseases is required as a prerequisite for practice placements and thus for continued enrollment in the program.

**N95 Mask** – Program students must be fitted for an N95 mask as a prerequisite for clinical experiences, and refitted in accordance with health authority requirements.

**Basic Life Support Certification** – A current Health Care Provider Level C Basic Life Support (BLS) certificate is required prior to the start of all clinical courses. The BLS certification must be for Health Care Providers and include one and two person rescuers (adult, infant, child), bag-valve-masks, and automated external defibrillation (AED). BLS certification must be updated every 12 months to meet this requirement, with no grace period provided for the clinical courses.

## FOR FURTHER INFORMATION

Psychiatric Nursing  
General Program Inquiries  
Email: nurseinfo@macewan.ca  
Phone: 780-497-5700

## FACULTY

### Chair

- Marian Anderson, BScN; M.Ed. (Alberta)**  
*Education. RN.*
- Robert Lockhart, BScN; MA (Royal Roads)**  
*Leadership and Training. RN. RPN.*
- Raymond Acheron, BScN; MN (Alberta)**  
*Nursing. RN. NP. ENC(c).*
- Lisa Adams, MSc; PhD (Alberta)**  
*Nursing, RN.*
- Judy Bowie, BScN; MN (Alberta)**  
*Nursing, RN.*
- Dana Callihoo, B.Sc.; BSc; BScN (Alberta)**  
*Nursing, RN*
- Dustin Chan, BScN (Alberta)**  
*Nursing, RN.*
- Tracey Eklund, BHScPN; MHS (Athabasca)**  
*Leadership. RPN.*
- Danielle Gagnon, BN, MA (Trinity Western)**  
*Counselling Psychology. RN. RPsych.*
- Audrey Guthrie, BScN; MHSA (Alberta)**  
*Health Services Administration. RN.*
- Mary Haase, BScN; PhD (Alberta)**  
*Nursing. RN. RPN.*
- Kathryn Jones, BScN, PhD (Oregon)**  
*Health Education. RN.*
- Sarah Jordan, BScN (British Columbia)**  
*Nursing. RN.*
- Ken Kustiak, BScN (Alberta); MN (Athabasca)**  
*Nursing. RN. RPN.*
- Adrianna Matejka, BScN (Alberta)**  
*Nursing. RN.*
- Corey McAuley, BScN (Alberta)**  
*Nursing, RN.*
- Sherrie Meilleur, BScN (Alberta)**  
*Nursing. RN.*
- Brian Parker, PhD (Alberta)**  
*Nursing. RN. RPN.*
- Brandi Pawliuk, BScN (Alberta)**  
*Nursing. RN.*
- Lesla Quimper, BScN; MHS (Nova Southeastern)**  
*Nursing. RN.*
- Paul Ramalingam, PhD (Notre Dame)**  
*Cell Biology*
- Janice Stewart, BScN; MN (Alberta)**  
*Nursing. RN.*
- Melissa Watkins, BN; MN (Monash, Victoria)**  
*Mental Health. RN. RPN.*
- Robert Wright, BScN (Alberta)**  
*Nursing. RN.*
- Randi Ziorio, BHScPN (Douglas)**  
*Psychiatric Nursing, RPN.*

# PUBLIC RELATIONS

*School of Business*

MacEwan.ca/PR

The Public Relations diploma offers a unique opportunity for people with previous post-secondary education to ready themselves for an exciting new career in communications in less than a year.

Public relations is a vibrant, dynamic field in the business environment, simply because organizations are being challenged by their publics – clients, shareholders, communities, employees – to do a better job of communicating.

This program has an excellent, nationwide reputation in the business community. It focuses on training students to be functional, entry-level practitioners the minute they leave the program. While theory receives the necessary attention to develop the students' understanding of the "big picture" and the potential for growth, the primary goal of the program is to give students the practical tools and skills to make an immediate, positive contribution.

Critical-thinking skills, problem-solving ability, creativity and the ability to rise to a challenge are all valuable assets in this fast-paced program. Group work is extensive and students must work effectively in a team setting. Students should have excellent language skills and be prepared to excel in writing.

The full-time program begins in the fall and consists of 35 credits over three terms. Students are required to complete a two-month practicum in the spring term.

Part-time study is available with September, January and May start dates. Students may complete up to two courses through Open Studies prior to official program application.

## CAREER POTENTIAL

Graduates find employment in all levels of government, education and health-related organizations, professional associations, resource sectors, private companies, not-for-profit, media – just about any organization dedicated to strategic, timely and relevant communication.

## TRANSFERABILITY

### INTERNAL OPPORTUNITIES

MacEwan University is committed to providing bridging and ladder opportunities to its certificate and diploma graduates. Graduates of this diploma program may be granted up to 63 credits to MacEwan University's Bachelor of Communication Studies program. Students are advised to consult a program advisor for the Bachelor of Communications Studies program for specific admission requirements.

### EXTERNAL TRANSFER

All courses completed for the Public Relations diploma program are credit courses and may be transferable individually toward further study at other Alberta institutions. Students presenting a completed diploma in this program may receive up to 30 credits of transfer credit towards the Bachelor of Professional Arts in Communication Studies at Athabasca University. For current, detailed information on individual course and certificate transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

## CATEGORY OF ADMISSION

*Applicants may be admitted to the following:*

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*  
Applicants must have a minimum of 30 post-secondary credits, including a post-secondary English course.

### ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

#### 1. English Language Proficiency

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca.

### OTHER ADMISSION CRITERIA

*To be evaluated through the Program*

#### Applicable to all admission categories

Applicants must pass the Program's English Entrance Exam, with a minimum grade of 70 per cent.

## PROGRAM OF STUDY

		<b>CR.</b>
<b>TERM III</b>		
PREL 230	Public Relations Fundamentals and Practice	3
PREL 245	Communications Research and Planning	3
PREL 238	PR and Digital Media	3
BUSN 200	Fundamentals of Business	3
PROW 211	Writing Fundamentals	3
<b>TERM IV</b>		
PREL 240	Integrated Marketing Communications	3
PREL 241	Writing for PR	3
PREL 242	Internal Communications and Organizational Dynamics	3
PREL 233	Media Relations and Mass Media	3
PREL 246	Issues and Reputation Management	3
<b>TERM V</b>		
PREL 250	Professional Practicum	5

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.









# SPECIAL NEEDS EDUCATIONAL ASSISTANT

*Faculty of Health and Community Studies*

MacEwan.ca/SpecialNeeds

The Special Needs Educational Assistant certificate program prepares graduates to assist teachers in developing and implementing appropriate instructional programs and methods within educational settings. The implementation of inclusive educational policies for students with special needs has created a strong demand for trained educational assistants. The eight-month certificate program provides a solid foundation of theoretical knowledge combined with practical strategies to support classroom instructional, behavioural, and social learning of students with exceptionalities.

## CAREER POTENTIAL

Educational assistants are employed as valuable members of learning teams in a variety of educational settings including pre-school early intervention programs, kindergarten through grade 12 and post-secondary programs. The demand for program graduates in the field continues to be high.

## TRANSFERABILITY

### INTERNAL OPPORTUNITIES

MacEwan University is committed to providing bridging and laddering opportunities to its certificate and diploma graduates. Graduates of this program with a minimum GPA of 2.0 are eligible to transfer up to 30 credits to MacEwan University's Bachelor of Child and Youth Care and the Disability Studies: Leadership and Community programs after successful completion of bridging courses.

### EXTERNAL TRANSFER

All courses completed for the Special Needs Educational Assistant certificate program are credit courses and may be transferable individually toward further study at other Alberta institutions. Students presenting a completed certificate in this program may receive up to 30 credits of transfer credit at Athabasca University. For current, detailed information on individual course and certificate transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

## CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*  
Applicants must have an Alberta high school diploma (or equivalent).

### MATURE ADMISSION

*To be evaluated through the Office of the University Registrar*  
Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term.

## ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

### 1. Skills Appraisal

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

- Unless otherwise specified, identified Skills Appraisal requirements must be completed by the beginning of the intake term.

Applicants must complete the Skills Appraisal only if they do not present ELA 30-1 with a minimum grade of 65 per cent or ELA 30-2 with a minimum grade of 75 per cent.

**Writing:** Applicants must successfully complete the writing portion OR complete any developmental course work with a minimum grade of C.

**Reading:** Applicants must successfully complete the reading portion OR complete any developmental course work with a minimum grade of C.

### 1. English Language Proficiency

*To be evaluated through the Office of the University Registrar*

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at [MacEwan.ca](http://MacEwan.ca).

## PROGRAM OF STUDY

TERM I		CR.
ENGL 111	Communications	3
TAST 101	Child and Adolescent Development	3
TAST 107	Students with Exceptionalities – Level I	3
TAST 125	Collaborative Team Practice	3
TAST 128	Assistive and Adaptive Technology	3
<b>TERM II</b>		
TAST 102	Supporting Classroom Behaviour Management	3
TAST 103	Language Learning and Math Across the Curriculum	3
TAST 114	Specialized Skills and Practice	2
TAST 117	Students with Exceptionalities – Level II	3
TAST 129	Seminar	1
TAST 130	Practicum	3

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.



## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfill in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see "Minimum Course Grade" (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Special Needs Educational Assistant has four years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## FOR FURTHER INFORMATION

Special Needs Educational Assistant  
General Program Inquiries  
Email: [snea@macewan.ca](mailto:snea@macewan.ca)  
Phone: 780-497-5156  
Toll Free: 1-888-497-4622 ext 5156  
Shirley Gerrish, University Advisor  
Phone: 780-497-5569

## FACULTY

### Chair

**Jan Sundmark, EdD (Alberta)**  
*Elementary Education*

**Jonah Eleweke, PhD (Alberta)**  
*Educational Psychology/Special Education*

**Kim Froese, B.Ed. (Lethbridge)**  
*English*

**Beatrice Gursky, M.Ed. (Portland)**  
*Leadership*

**Faye Hood, M.Ed. (Alberta)**  
*Education Administration*

**Merle Kennedy, PhD (Alberta)**  
*Elementary Education*

**Sue Kowton, B.Sc. (Alberta)**  
*Speech Pathology and Audiology. SLP.*

**Theresa Pond, M.Ed. (Seattle Pacific)**  
*Curriculum and Instruction*

**Debbie Royer, M.Ed (Alberta)**  
*Policy Studies*

**Janie Scheidl, M.Ed. (Alberta)**  
*School Guidance Counselling*

**Linda Scouten, M.Ed. (Alberta)**  
*Adult Education*

**Mary Sullivan, M.Ed. (Alberta)**  
*Secondary Education*



## PROGRAM OF STUDY

## YEAR I

**TERM I**

		<b>CR.</b>
THAR 101	Acting Skills I	3
THAR 102	Vocal Music I	1
THAR 103	Introduction to Theatre	3
THAR 110	Dance Skills I	3
THAR 120	Music Theory for Music Theatre I	2
THAR 130	Ear Training for Music Theatre I	3
ENGL 102	Analysis and Argument	3
OR		
ENGL 111	Communications	3

**TERM II**

THAR 109	Performer's Lab	3
THAR 115	Voice for the Stage	1
THAR 121	Music Theory for Music Theatre II	2
THAR 131	Ear Training for Music Theatre II	3
THAR 151	Acting Skills II	3
THAR 152	Vocal Music II	1
THAR 153	Play Analysis	3
THAR 160	Dance Skills II	3
ENGL 103	Introduction to Literature	3
OR		
	Elective	3

## YEAR II

**TERM III**

THAR 201	Acting Skills III	3
THAR 202	Vocal Music III	1
THAR 206	Performance I	2
THAR 215	Voice and Diction I	1
THAR 250	Dance Skills III	3
	Elective	3

**TERM IV**

THAR 216	Voice and Diction II	1
THAR 251	Acting Skills IV	3
THAR 252	Vocal Music IV	1
THAR 256	Performance II	2
THAR 260	Dance Skills IV	3
	Elective	3

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

Only full-time students admitted to the Theatre Arts program may register in THAR courses.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see "Minimum Course Grade" (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Theatre Arts has seven years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).



# THEATRE PRODUCTION

*Centre for the Arts and Communications*

MacEwan.ca/Production

The theatre profession requires skilled lighting, sound, set and costume technicians, stage managers, production managers, technical directors and other theatre professionals. Theatre Production's curriculum provides instruction and practical experience in all these disciplines. Courses in lighting, audio, stagecraft, set painting, prop making, model making, drafting, stage management and technical direction ensure that Theatre Production grads are well-equipped for employment in the entertainment industry.

Instructors who are members of the professional community provide equal parts knowledge and experience. Instruction is complemented by hands-on experience. MacEwan University's resident Music and Theatre Arts programs present an unequalled opportunity to gain wide-ranging experience as construction, management or running crew for many live productions. In addition, Theatre Production students provide production services for, and gain valuable exposure to, a variety of professional arts groups that mount productions in MacEwan University's John L. Haar Theatre.

## CAREER POTENTIAL

Theatre Production graduates are employed in professional theatre, film and television, as well as in the cruise line, conference and special event industries. Graduates have played key behind-the-scenes roles at the Citadel Theatre, Winspear Centre, Alberta Theatre Projects, The Stratford Festival, Carnival Cruise Lines, Royal Winnipeg Ballet, Disney, and Rexall Place, to cite only a few examples.

## TECHNOLOGY INTEGRATION FOR CREATIVE LEARNING (TICL)

Students in the Theatre Production program will need to purchase a laptop (PC preferred) and necessary software identified by the program. This initiative is designed to maximize student learning through the use of digital technology. For more information, see the program website (MacEwan.ca/Production) or contact Doreen Piehl, Instructional Assistant, at 780-497-4393 or piehld@macewan.ca.

## TRANSFERABILITY

All courses completed for the Theatre Production diploma are credit courses and may be transferable individually toward further study at other Alberta institutions. Students interested in transferring a completed diploma are advised to consult both the receiving institution regarding transfer policies and the MacEwan University Theatre Production program regarding coursework and portfolio preparation. Like the Theatre Production program at MacEwan University, other institutions typically base transfer on both the application of creative skills as demonstrated in a portfolio presentation and on an assessment of course content.

Students presenting a completed diploma in this program may be eligible to receive up to 20 credits to the Post-Diploma BFA (Dramatic Arts or Multidisciplinary) or 35 credits to the Pre-Post-Diploma BFA (Dramatic Arts)/BEd programs at the University of Lethbridge. For current, detailed information on individual course and diploma transferability, refer to the Online Alberta Transfer Guide ([www.transferalberta.ca](http://www.transferalberta.ca)) or contact the receiving institution directly.

## CATEGORIES OF ADMISSION

Applicants may be admitted to one of the following:

### REGULAR ADMISSION

*To be evaluated through the Office of the University Registrar*

1. a) Applicants must have an Alberta high school diploma (or equivalent).

OR

b) Applicants must have a minimum overall average of 65 per cent, with no course grade lower than 50 per cent, in the following high school courses:

1. One Group A course
2. One Group B or C course
3. One Group C or D course

### MATURE ADMISSION

*To be evaluated through the Office of the University Registrar*

Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term.

## ADDITIONAL ADMISSION CRITERIA

All applicants must meet the following:

### 1. Skills Appraisal

To be evaluated through the Office of the University Registrar

#### Applicable to all admission categories

- Unless otherwise specified, identified Skills Appraisal requirements must be completed by the beginning of the intake term.

Applicants must complete the Skills Appraisal only if they do not present ELA 30-1 with a minimum grade of 65 per cent or ELA 30-2 with a minimum grade of 75 per cent.

**Writing:** Applicants must successfully complete the writing portion OR complete any developmental course work with a minimum grade of D.

**Reading:** Applicants must successfully complete the reading portion OR complete any developmental course work with a minimum grade of D.

### 1. English Language Proficiency

To be evaluated through the Office of the University Registrar

#### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca .

## OTHER ADMISSION CRITERIA

To be evaluated through the Program

#### Applicable to all admission categories

Conditionally accepted applicants are required to complete Standard First Aid certification by the beginning of the intake term.

## PROGRAM OF STUDY

### YEAR I

#### TERM I

		CR.
TPPR 102	Drafting and Model Making	2
TPPR 103	Introduction to Technical Theatre	1
TPPR 108	Rigging	1
TPPR 110	Audio I	2
TPPR 111	Footings	5
TPPR 117	Practicum I	3
ENGL 111	Communications	3

#### TERM II

TPPR 101	Applied Theatre History	3
TPPR 104	Stagecraft I	2
TPPR 105	Lighting I	2
TPPR 106	Set Painting I	2
TPPR 107	Introduction to Costumes	2
TPPR 127	Practicum II	3
	Elective	3

### YEAR II

#### TERM III

TPPR 203	Management	4
TPPR 212	Prop Making I	2
TPPR 237	Practicum III	3
	Elective	3
	Options	4

#### TERM IV

TPPR 247	Practicum IV	3
	Elective	3
	Options	4

In Year II, Terms III and IV, students choose a minimum of 8 credits from the following options:

TPPR 201	Modern Theatre Practices	2
TPPR 202	Model Making	2
TPPR 204	Stagecraft II	2
TPPR 206	Set Painting II	1
TPPR 207	Wardrobe II	2
TPPR 208	Individual Studies I	1
TPPR 210	Audio II	2
TPPR 215	Lighting II	2
TPPR 218	Individual Studies II	2
TPPR 221	Technical Director	2
TPPR 222	Prop Making II	1
TPPR 228	Individual Studies III	3

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see “Minimum Course Grade” (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Theatre Production has seven years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).

## FOR FURTHER INFORMATION

Theatre Production  
Doreen Piehl, Instructional Assistant  
Phone: 780-497-4393  
Email: piehld@macewan.ca

## FACULTY

### Chair

**Geoffrey George, BA (Brock)**  
*CET.*

**Geoff Bacchus, Dip. (MacEwan University)**  
*Theatre Production*

**James Robert Boudreau, Cert. (Ryerson)**  
*Theatre – Technical and Production Option*

**Marian Brant, Dip. (NAIT)**  
*Radio and Television Arts*

**Melissa Cuerrier, BFA (Alberta)**  
*Design*

**David Garfinkel, PhD (Washington)**  
*Drama*

**George Griffiths, Dip. (MacEwan University)**  
*Design Arts*

**John Madill, BFA (Alberta)**  
*Design*

**Clayton Rodney, Dip. (MacEwan University)**  
*Theatre Production*

**Wade Staples, Dip.; Dip. (MacEwan University)**  
*Music Performance; Theatre Production*

**Darcy Turlock, Dip. (MacEwan University)**  
*Theatre Production*





## 1. Spoken English Proficiency

To be evaluated through the Office of the University Registrar

### Applicable to all admission categories

Applicants who speak English as a second language – regardless of citizenship – are required to submit official documents such as high school, post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca .

## OTHER ADMISSION CRITERIA

To be evaluated through the Program

### Applicable to all admission categories

Conditionally accepted applicants are required to complete the following:

- Current, clear Security Clearance to work with ‘Children and/or Vulnerable Persons (Adults and Children)’ by the beginning of the intake term.
- Current Standard First Aid Certification completed by the start of term three\*
- Current CPR Health Care Provider-Level AED completed by the start of term three\*
- Immunization Record up-to-date by the start of term three\*

**Note:** The ability to communicate in English with clear pronunciation is a requirement of employment in this field.

\*Provisional Admission – may be assigned to an applicant who has been offered admission to the Program in one of the above admission categories. The offer of provisional admission is based on completion of specified conditions that must be satisfied within the first year of enrolment by the date specified in the offer. Access to courses, activities, and /or field placement or clinical studies may be limited until all provisional requirements are met.

## PROGRAM OF STUDY

### YEAR I

TERM I		*MIN CR.	GR.
PSYC 104	Introductory Psychology	3	
TAST 100	Role and Responsibilities of the Educational Assistant	2	
THAS 101	Normal Development of Speech, Language and Literacy	3	C-
HLST 101	Interpersonal Skills Development	3	C-
LING 100	Introduction to Human Language	3	

### TERM II

ENGL 111	Communications	3	
ECDV 155	Learning Through Play	3	
THAS 102	Communication Disorders	4	C-
THAS 115	Human Development	4	C-

### YEAR II

### TERM III

TAST 102	Supporting Classroom Behaviour Management	3	
THAS 201	Therapeutic Interventions I: Articulation and Phonology	5	C-
THAS 202	Therapeutic Interventions II: Introduction to Clinical Role and Skills	3	C-
THAS 203	Field Placement I	5	CR

### TERM IV

THAS 213	Therapeutic Interventions III: Language	5	C-
THAS 214	Therapeutic Interventions IV: Special Populations	4	C-
THAS 215	Field Placement II	5	CR
THAS 216	Sign Language	2	C-

### \*MINIMUM GRADE TO GRADUATE

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university's Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 40 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 40 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see “Minimum Course Grade” (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in Speech Language Pathologist Assistant major has seven years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).



## 1. English Language Proficiency

To be evaluated through the Office of the University Registrar

### Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in the Admissions section on pages 23 – 30 or online at MacEwan.ca .

## OTHER ADMISSION CRITERIA

To be evaluated through the Program

### Applicable to all admission categories

Conditionally accepted applicants are required to complete the following:

- Current, clear Security Clearance to work with ‘Children and/or Vulnerable Persons (Adults and Children)’ by the beginning of the intake term.
- Current Standard First Aid Certification completed by the start of term three\*
- Current CPR Health Care Provider-Level AED completed by the start of term three\*
- Immunization Record up-to-date by the start of term three\*

**\*Provisional Admission** – may be assigned to an applicant who has been offered admission to the Program in one of the above admission categories. The offer of provisional admission is based on completion of specified conditions that must be satisfied within the first year of enrolment by the date specified in the offer. Access to courses, activities, and /or field placement or clinical studies may be limited until all provisional requirements are met.

## PROGRAM OF STUDY

### YEAR I

TERM I		*MIN CR.	GR.
HLST 101	Interpersonal Skills Development	3	C-
HLSC 104	Applied Human Anatomy	3	C-
HLSC 105	Applied Human Physiology	6	C-
THAS 103	Pathology	4	C-

### TERM II

ENGL 111	Communications	3	
THAS 115	Human Development	4	C-
THAS 116	Functional Anatomy and Orthopedics	4	C-
THAS 117	Principles and Techniques of Client Contact	3	C-

### YEAR II

### TERM III

THAS 220	Exercise in Physical Therapy	5	C-
THAS 221	Modalities and Respiratory Interventions in Physical Therapy	4	C-
THAS 222	Occupational Therapy in Mental Health	4	C-
THAS 223	Occupational Therapy in Physical Dysfunction	5	C-

### TERM IV

THAS 210	Field Placement I	4	CR
THAS 211	Field Placement II	4	CR
THAS 212	Field Placement III	4	CR

## \*MINIMUM GRADE TO GRADUATE

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

## INSTITUTIONAL GRADUATION REGULATIONS

MacEwan University has institutional graduation regulations for Ministry approved programs.

Institutional regulations are those that each student must fulfil in order to be eligible to receive a MacEwan University credential.

Details are available in the university’s Graduation Policy C2100 and other relevant policies as noted below.

**Academic Residency** – A student must complete at least 50 per cent of courses through MacEwan University. Challenge examinations, transfer credit and other special assessments (for example, prior learning and recognition) are not included in the 50 per cent (C1015 Academic Residency).

**Academic Standing** – A student must obtain a minimum 2.00 Academic Standing GPA to be considered in Good Standing (C2070 Academic Standing).

**Attendance** – A student must comply with any course or program attendance and punctuality requirements as noted on course outlines or in program handbooks (C2050 Attendance). In addition, sponsored students may have special attendance requirements.

**Graduation Grade Point Average** – A minimum Graduation Grade Point Average (GGPA) of 2.00 on the 4.00 scale is required.

**Minimum Course Grade** – Some programs may require the achievement of a specific grade in a course for graduation purposes. For specific course grade requirements, please refer to your Program of Study.

**Minimum Transfer Grade** – A minimum course transfer grade of D is required except when a higher grade is specified as a program requirement for graduation – see “Minimum Course Grade” (C2030 Inter-Institutional Transferability).

**Non-duplicative Coursework** – Each course completed for credit or for which transfer credit is granted may be used only once for credit towards fulfilling any program requirement.

**Prerequisites/Co-requisites** – Each student is responsible for fulfilling each course prerequisite or co-requisite as listed in the course description (E3101 Student Rights and Responsibilities).

**Program Time Limits** – A student in the Physical Therapist/Occupational Therapist Assistant major has seven years from the first day of the term of acceptance to complete all requirements to be eligible for a credential (C2075 Program Time Limits).

**Repeating Credit Courses** – A student in a credit course shall be allowed to repeat any course one additional time, regardless of whether the initial registration resulted in a failing or passing grade (C1035 Repeating credit Courses). Course Withdrawals (W) and Audits (AU) do not count as course attempts.

**Required English Course** – A student in a Ministry approved program shall take an English course as specified in the Program of Study (C1030 Required English Course).









# COLLEGE AND UNIVERSITY ENTRANCE PROGRAMMING

English as a Second Language .....	222
Preparation for University and College.....	224

**Note:** With program descriptions, U of A refers to the University of Alberta; U of C refers to the University of Calgary; U of L refers to the University of Lethbridge; and AU refers to Athabasca University.

# ENGLISH AS A SECOND LANGUAGE

*Faculty of Arts and Science*

MacEwan.ca/ESL

The MacEwan English Language Institute (MELI) offers a full range of courses for learners of English as an additional language.

Core courses in reading/writing and listening/speaking are offered at seven levels of proficiency from high-beginner to English for academic purposes and preparation for post-secondary studies. Options courses target specific needs and interests including pronunciation, grammar, and academic vocabulary.

The higher levels focus on English for academic studies. They are designed for English language learners who wish to complete high school studies, continue to post-secondary studies or re-enter their professions in Canada. The lower levels focus on English communication skills needed to function successfully in the community and the classroom.

Credit programming consists of core courses, options and test preparation courses for IELTS, TOEFL and CAEL. Non-credit programming includes courses in writing, speaking and grammar, test preparation workshops and Communication Skills for Health Professionals.

Class participation, homework and regular attendance are essential parts of the language learning process. Modern computer labs provide computer-assisted instruction at all levels, and language labs provide opportunities for speaking and listening practice.

New applicants take a placement test to determine their starting level in the program.

## CAREER POTENTIAL

ESL prepares students for academic upgrading, employment, college or university.

## ADMISSION

### Canadian Citizens and Permanent Residents

Applicants must have completed the equivalent of grade 10 either in Canada or in their native country. Students applying for government funding must have completed 1250 hours of LINC training or LINC 4.

Students under 18 years of age are not accepted except with special permission.

## APPLICATION PROCESS

Core courses and options:

- Contact the ESL office for pre-screening
- Apply at [www.applyalberta.ca](http://www.applyalberta.ca) and pay the \$70.00 non-refundable application fee. Print the receipt.
- If the applicant is not able to use the ApplyAlberta web site, applications can be made in person at City Centre Campus.
- Call the ESL office to arrange for a placement test.

Bring the receipt for the application fee to the placement test.

## Test preparation and non-credit courses:

There are two ways to enroll in these courses:

1. By phone: Call 780 497-4000 and pay the course fee by credit card.
2. In person: Visit the ESL office, Alberta College Campus 10050 MacDonald Drive.

## INTERNATIONAL APPLICANTS

ESL courses for international students are provided through MacEwan University Studies International program. For more information, go to page 39 or visit [MacEwan.ca/International](http://MacEwan.ca/International). (Students studying in Canada on a study permit or other visa are considered international students).

## STUDENT FINANCIAL SUPPORT

For Canadian citizens or permanent residents, funding may be available for tuition and/or living support. For more information, call 780 497-4000 or meet with a student finance/award advisor.

## PROGRAM OF STUDY

### Core Courses – Reading and Writing

		CR
ERDW 079	Introductory Reading and Writing	5
ERDW 080	High Beginning Reading and Writing	5
ERDW 081	Intermediate Reading and Writing I	5
ERDW 082	Intermediate Reading and Writing II	5
ERDW 083	Advanced Reading and Writing I	5
ERDW 084	Advanced Reading and Writing II	5
ERDW 085	Reading and Writing for Academic Purposes	5
ENGL 086	ELP for University – Reading and Writing	5
Core Courses – Listening and Speaking		5
ESPL 079	Introductory Listening and Speaking	5
ESPL 080	High Beginning Listening and Speaking	5
ESPL 081	Intermediate Listening and Speaking I	5
ESPL 082	Intermediate Listening and Speaking II	5
ESPL 083	Advanced Listening and Speaking I	5
ESPL 084	Advanced Listening and Speaking II	5
ESPL 085	Listening and Speaking for Academic Purposes	5
ENGL 087	ELP for University – Listening and Speaking	5

### Options Courses

EOPT 060	Pronunciation I	5
EOPT 061	Pronunciation II	5
EOPT 062	Computer Skills for ESL I	5
EOPT 063	Computer Skills for ESL II	5
EOPT 064	Academic Vocabulary I	5
EOPT 065	Academic Vocabulary II	5
EOPT 066	Grammar I	5
EOPT 067	Grammar II	5
EOPT 068	Research Writing	5
EOPT 069	Studying in Canada	5

Classes are 90 minutes long, 5 days a week. Full time students take three courses (15 credits) for a total of 22.5 hours a week.



## Fall term (14 weeks)

Sep 9 – Dec 16, 2013

## Winter term (14 weeks)

Jan 6 – Apr 14, 2014

## Spring/Summer term (14 weeks)

May 5 – Aug 7, 2014

## FOR FURTHER INFORMATION

MacEwan English Language Institute  
Dorte Weber, Coordinator  
Room 115, Alberta College Campus  
10050 MacDonald Drive  
Edmonton, Alberta T5J 2B7  
Program Office: 780-497-4000  
Email: [esl@macewan.ca](mailto:esl@macewan.ca)

### Program Assistants:

Reiko Onuma  
Rose Marie Matwie

## COORDINATOR

Dorte Weber, M.Ed. (Alberta)  
*TESL*

## FACULTY

All MELI instructional staff have post-graduate training in Teaching English as a Second Language (TESL).

**Anne Marie Brose, MA (McGill); M. Ed. (Alberta)**  
*English, TESL*

**Mary Campbell, BA (Lethbridge); Post-grad Cert. (Carleton)**  
*English, TESL*

**Andrea Cheuk, BA (Alberta); Grad. Dip. (Alberta)**  
*Linguistics, TESL*

**Sheila Edwards, BA (Milliken); Grad. Dip. (Alberta)**  
*Spanish, TESL*

**Birgitta Fishwick, ; MA (Dalhousie); M.Ed. (St. Mary's)**  
*French, TESL*

**Cara Gratton, M.Ed. (Alberta)**  
*TESL*

**Curt London, MA (Alberta); Grad. Dip. (Alberta)**  
*English/TESL*

**Eaman Mah, M.Ed. (Alberta)**  
*TESL*

**Terry McLean, M.Ed. (Alberta)**  
*TESL*

**Peter Myhre, M.Ed. (Alberta)**  
*TESL*

**Suzanne Oswald, M.Ed. (Alberta)**  
*TESL*

**Don Strickland, B.Ed. (Alberta); Grad. Dip. (Alberta)**  
*General/ESL; TESL*

# PREPARATION FOR UNIVERSITY AND COLLEGE

*Faculty of Arts and Science*

MacEwan.ca/Preparation

Preparation for University and College provides a full range of core high school equivalent courses that are prerequisites for entrance to university or college programs, skills training programs, apprenticeship training or technical institutes.

## CAREER POTENTIAL

Preparation for University and College is an essential first step toward the achievement of a student's career goal. This program allows most students to complete all of their prerequisites within a year and thus fast track into the program of their choice.

## TRANSFERABILITY

Courses offered in this program are accepted for admission purposes by all post-secondary institutions within Alberta and Canada.

## ADMISSION

Applicants must be able to read and write at a minimum level of grade 10. Applicants presenting transcripts with coursework completed more than two years ago will be required to write a placement test to determine their current academic standing and placement level in the program. Preparation for University and College does not have a mature entrance category.

## HIGH SCHOOL EQUIVALENCY DIPLOMA

Preparation for University and College offers a high school equivalency diploma. In order to qualify, students must present five courses with a minimum grade of "D" at the 30-level. Three of the five courses must be completed in the Preparation for University and College program. Of the five courses required for the equivalency diploma, at least one must be in English (30-level) and one must be in mathematics (30-level). For more information, please contact our office at 780-497-4029.

## APPLICATION PROCESS

To apply to this program the following are necessary:

- a completed, signed application form and
- a \$70 non-refundable application fee for domestic students.
- Students can either:
- apply online via the ApplyAlberta website (Visa or MasterCard)
- apply in person: download a copy of the domestic application form from our website or pick up an application form from one of our campuses. These can be dropped off at the Office of the University Registrar on City Centre Campus or any campus Information Centre.

**Note:** International applicants who are students studying in Canada on a Study Permit or other visa interested in taking Preparation for University and College courses, must apply to MacEwan's University Studies International program at MacEwan.ca/USI.

Applicants will receive an emailed acceptance letter with their network ID and login password when their completed application and non-refundable fee have been received by the Office of the University Registrar. Applicants with a transcript or pre-requisites more than two years old must write the placement test and have a meeting with the advisor to discuss test results and career goals. Funding may be available to students to cover the cost of tuition fees and some course materials. For more information, call 780-497-4029 or the student finance/award advisor.

## PROGRAM OF STUDY

<b>INST.</b>		<b>CR.</b>
ENGL 015	English 15*	5
ENGL 010-1	English 10-1	5
ENGL 020-1	English 20-1	5
ENGL 020-2	English 20-2	5
ENGL 030-1	English 30-1	5
ENGL 030-2	English 30-2	5
SOST 030	Social Studies 30	5
MATH 010R	Mathematics Preparation10	5
MATH 010C	Math 10 Common	5
MATH 020-1	Mathematics 20-1	5
MATH 020-2	Mathematics 20-2	5
MATH 030-1	Mathematics 30-1	5
MATH 030-2	Mathematics 30-2	5
MATH 031	Mathematics 31	5
SCIE 010	Science 10	5
PHYS 020	Physics 20	5
PHYS 030	Physics 30	5
CHEM 020	Chemistry 20	5
CHEM 030	Chemistry 30	5
BIOL 020	Biology 20	5
BIOL 030	Biology 30	5
CMSK 011	Introduction to Computers Level I	5
CMSK 015	Introduction to Computers Level II	5

\* Bridge to Academic English

Courses are offered during the day Monday through Friday in the following terms:

### Fall term (13 weeks)

Sep 09 – Dec 13, 2013

### Winter term (13 weeks)

Jan 6 – Apr 11, 2014

### Spring/Summer term (13 weeks)

Apr 28 – Jul 25, 2014

Not all courses are offered each term. Evening courses have separate start and end dates, please consult the program for further details.

Preparation for University and College programming is held at the Alberta College Campus located at 10050 Macdonald Drive, Edmonton, Alberta.

## FOR FURTHER INFORMATION

Preparation for University and College  
Room 121, Alberta College Campus  
10050 Macdonald Drive NW  
Edmonton, AB T5J 2B7  
Phone: 780-497-4029  
Email: collegeprep@macewan.ca

## CO-ORDINATOR

**Simrit Parmar, MA (Alberta)**  
*Communications and Technology*

## Advisors

**Robert Halisky, BA, B.Ed./AD (Alberta)**

**Naomi McIlwraith, MA (Alberta)**

## FACULTY

**Andrew Buhr, B.Sc. (Hon.) (Alberta)**

*Mathematics*

**Michael Buhr, M.Sc. (Alberta)**

*Engineering*

**Malcolm Connell, M.Ed. (McGill)**

*Educational Administration*

**Son Doan, B.Sc.; B.Ed./AD (Alberta)**

*Chemistry; Secondary Education*

**Dwayne Jiry, B.Ed. (Alberta)**

*History; Secondary Education*

**Debra Lenton, BA; B.Ed. (Alberta)**

*English; Secondary Education*

**Donna Mckenzie, BE (Saskatchewan); B.Ed./AD (Alberta)**

*Engineering; Secondary Education*

**Richard Perechitz, M.Sc. (Calgary)**

*Zoology*

**Rod Rash, B.Ed. (Calgary)**

*Mathematics; Secondary Education*

**Martin Tucker, B.Sc.; B.Ed./AD (Alberta)**

*Biology; Secondary Education*



**ACCT-100****Introduction to Accounting and Computerized Accounting Applications****3 Credits (45:0:0 hours)**

This is a basic financial accounting course in which students explore the introductory principles, concepts and applications of accounting. Through an overview of the nine step accounting cycle, students demonstrate the full range of processes from the initial recording of transactions to the creation of financial statements and reports. Students record transactions manually, and then electronically using an industry standard software package(s).

**ACCT-111****Financial Accounting I****3 Credits (45:0:0 hours)**

Students are introduced to fundamental accounting principles, concepts and techniques. The course provides an overview of the accounting cycle from the initial recording of transactions through to the preparation of financial statements for merchandising and service businesses that are organized as proprietorships, partnerships or corporations. Internal controls for cash, calculating and recording of payroll, sales taxes and some alternate inventory cost flow assumptions are other topics that are examined in detail.

**ACCT-161****Financial Accounting II****3 Credits (45:0:0 hours)**

Students study recording and reporting issues for receivables, capital assets, current and long-term liabilities, and investments. The unique equity recording and reporting issues for partnerships and corporations are explored in detail. Preparation of the cash flow statement is introduced. Analysis of financial statement information is also included in the course.

*Prerequisites:* ACCT 111.

**ACCT-162****Practical Tax Applications****3 Credits (45:0:0 hours)**

This hands-on course introduces students to the preparation of personal tax returns (T1) and corporate tax returns (T2), including the documentation and schedules related to T1 and T2 preparation. Students gain an understanding of the concepts underlying income tax legislation. This course also provides a brief introduction to the Goods and Services Tax (GST). The explicit use of taxation software is expected in this course.

*Prerequisites:* ACCT 111 or consent of the program.

**ACCT-164****Accounting Software Applications****3 Credits (45:0:0 hours)**

Students record business transactions during all steps of the accounting cycle using multiple accounting software packages (information systems). Students create financial statements, generate reports, compare multiple accounting information systems and make recommendations.

*Prerequisites:* MCSP 131 or MGMT 107 and ACCT 111.

**ACCT-211****Financial Accounting III****3 Credits (45:0:0 hours)**

An in-depth examination of financial accounting concepts, fundamental principles, policies, and reporting requirements for current and non-current assets is covered. Students use their foundational knowledge to further develop their professional judgment for recording and reporting various accounting transactions related to current and non-current assets. Students learn International Accounting Standards (IAS), International Financial Reporting Standards (IFRS), and Accounting Standards for Private Entities (ASPE).

*Prerequisites:* ACCT 161.

**ACCT-214****Integrated Accounting Systems****3 Credits (45:0:0 hours)**

Students focus on two key software packages: spreadsheet applications and batch processing financial accounting software. Students build intermediate and advanced spreadsheet applications to analyze and solve business problems. Students also explore and use mid-sized financial accounting software to record batches of transactions used to prepare financial statements and reports.

*Prerequisites:* ACCT 161 and ACCT 164.

**ACCT-215****Quantitative Decision Support****3 Credits (45:0:0 hours)**

This course is designed to give a working knowledge of descriptive and inferential statistics, the underlying probability distributions, and the use of statistical analysis within the business cycle. This course introduces students to several critical quantitative concepts which form part of the professional accountant's library of skills.

**ACCT-218****Management Accounting I****3 Credits (45:0:0 hours)**

Students gain an understanding of the managerial accounting tools used for planning, directing and controlling an organization. This course covers topics and concepts such as cost behaviour, costing methods, cost-volume-profit analysis, budgeting, relevant costs, segment reporting and performance measurement. Familiarity with spreadsheets is an asset in this course.

*Prerequisites:* ACCT 111.

**ACCT-255****Financial Management****3 Credits (45:0:0 hours)**

This course explores the goals and decision making process of financial management. It is a study of the financial and investment decisions from the corporation's perspective which includes the valuing of financial assets, determining the cost of capital and capital structure, and managing short and long term finances.

*Prerequisites:* ACCT 211.

**ACCT-261****Financial Accounting IV**

3 Credits (45:0:0 hours)

This is the second of two courses covering intermediate accounting. It provides an in-depth examination of capital leases, earnings per share, post retirement benefits and pension expense, capital transactions and future income taxes. The coverage of the equity side of the balance sheet (liabilities and shareholders' equity) includes presentation and disclosure issues and preparation of the statement of cash flows.

*Prerequisites:* ACCT 211.

**ACCT-268****Management Accounting II**

3 Credits (45:0:0 hours)

This intermediate course focuses on enhancing decision-making skills and performance evaluation. This is accomplished through an in-depth study of job-order costing, process costing and activity-based costing. In addition, techniques for planning, recording, and evaluating activities within an organization are considered. This includes cost-volume-profit analysis, variance analysis and the accompanying journal entries, variable versus absorption inventory costing, cost allocations, and capital budgeting.

*Prerequisites:* ACCT 218.

**ACCT-275****Accounting Information Systems**

3 Credits (45:0:0 hours)

This course emphasizes the accountant's role in the design, development, implementation, operation and control of accounting information systems. Students use and interpret common documentation tools to represent, explain and analyze business processes. Students also evaluate internal control systems to assist organizations to achieve their goals, assess risks and propose effective control plans.

*Prerequisites:* ACCT 211, MCSP 131.

**ACCT-311****Introductory Accounting**

3 Credits (45:15:0 hours)

Students are introduced to the preparation, use and interpretation of financial statements. Emphasis is on reporting to shareholders, creditors and other external decision makers. The course also includes principles and standards of balance sheet valuation, income measurements, financial disclosure, and cash flow analysis. Restricted to Bachelor of Commerce, Asia Pacific Management, Bachelor of Applied International Business and Supply Chain Management and Business Studies minor students.

*Prerequisites:* ECON 102.

**ACCT-312****Financial Accounting for Management**

3 Credits (45:0:0 hours)

This course is for Business Diploma graduates who are completing a Bachelor of Commerce Degree. The course covers topics not covered in previous accounting courses such as cash flow statements, the framework for financial accounting, revenue recognition, inventory and capital asset accounting; intercompany investments and financial statement analysis. **Note:** Students with credit in ACCT 311 or Accounting diploma graduates will not receive credit in ACCT 312.

*Prerequisites:* ACCT 111.

**ACCT-315****Intermediate Financial Accounting I**

3 Credits (45:0:0 hours)

This is the first of two intermediate financial accounting courses that emphasize the preparation of financial statements for external users in accordance with Generally Accepted Accounting Principles (GAAP) and International Financial Reporting Standards (IFRS). This course focuses on a detailed analysis of accounting for assets and revenue recognition.

*Prerequisites:* FNCE 301, and a minimum grade of C- in ACCT 311.

**ACCT-316****Intermediate Financial Accounting II**

3 Credits (45:0:0 hours)

This is the second of two intermediate financial accounting courses that emphasize the preparation of financial statements for external users in accordance with current reporting standards. This course provides an in-depth examination of accounting for liabilities, owners' equity and cash flow, including accounting for income tax, pensions and leases. Accounting changes and accounting errors are also analyzed.

*Prerequisites:* Minimum grade of C- in ACCT 315.

**ACCT-318****Management Accounting III**

3 Credits (45:0:0 hours)

Students focus on complex decision analysis tools to solve problems in breakeven analysis; regression analysis; linear programming; flexible budgeting; variance analysis; capital budgeting with tax consequences; cost allocations; linear analysis and simulations. Instruction will be done through lecture and by the use of computer modeling.

*Prerequisites:* ACCT 215 and ACCT 268.

**ACCT-322****Managerial Information and Control Systems**

3 Credits (45:0:0 hours)

Students focus on how to prepare and use managerial accounting information for management decision-making. Major topics include: product costing, cost-volume-profit analysis, budgeting, and relevant costs in decision-making. Restricted to Bachelor of Commerce, Asia Pacific Management and Business Studies minor students.

*Prerequisites:* ACCT 311.

**ACCT-324****Intermediate Management Accounting**

3 Credits (45:0:0 hours)

This course develops mastery of the tools and techniques needed by professional accountants to implement, analyze and evaluate the management control systems designed to support management in modern business organizations. Topics include standard cost systems, process costing systems, accounting for spoilage and joint products; capital budgeting; cost estimation; budgets and variance analysis; decision making models; profitability analysis; performance evaluation and balanced scorecard; management incentive systems; and strategic analysis.

*Prerequisites:* MGTS 312 and minimum grade of C- in ACCT 322.

**ACCT-326****Financial Statement Analysis for Non-Accountants**

3 Credits (45:0:0 hours)

Building on the knowledge of financial reporting gained in ACCT 311, the impact of GAAP and reporting standards on balance sheet valuation and income measurement is examined. The course explores the use of financial statement data, including cash flow, in making decisions such as lending, investing, and valuation. Critical analysis uncovers the limitations of financial statement data and the importance of shared responsibility for transparent and ethical financial reporting.

*Prerequisites:* ACCT 311. *Co-requisite:* FNCE 301.

**ACCT-328****Income Tax Fundamentals**

3 Credits (45:0:0 hours)

Students build on concepts learned in introductory financial accounting and microeconomics in the study of the fundamentals of the Canadian Income Tax System. Topics covered include the identification of the sources of income and how they are taxed, the computation of net income, taxable income and taxes payable for individuals and corporations resident in Canada and the impact of income taxation on business decision-making.

*Prerequisites:* ACCT 311.

**ACCT-350****Audit**

3 Credits (45:0:0 hours)

This course introduces students to the concepts, principles and practical applications of auditing in the business world. It covers the fundamentals of auditing objectives, analytical procedures, internal control, materiality, control risk and audit planning. Audit sampling techniques to test controls, and to provide detailed account balances are reviewed. Operational and comprehensive audit services are also examined.

*Prerequisites:* ACCT 211, ACCT 215, or consent of the program.

**ACCT-351****Advanced Financial Accounting**

3 Credits (45:0:0 hours)

This advanced course in financial accounting covers intercorporate investments, consolidations, foreign currency transactions, partnership accounting and not-for-profit accounting.

*Prerequisites:* ACCT 261.

**ACCT-352****Issues in Global Accounting Practice**

3 Credits (45:0:0 hours)

Globalization affects business operations and the conducting of international business transactions. This course introduces students to the major issues involved in doing business internationally, and how business is conducted within the international economic and trade systems. The course specifically examines how globalization impacts the functional areas of finance, accounting and taxation.

*Prerequisites:* LEGL 210 and ECON 101 and either ACCT 261 or ACCT 311.

**ACCT-353****Leadership and Ethics**

3 Credits (45:0:0 hours)

Students examine the theoretical and practical aspects of leadership and ethics with a focus on ethical decision-making in business operations. Students discuss the implications of unethical business conduct and reflect on their ethical values. Students analyze case studies to develop an in-depth understanding of leadership in the workplace. Students examine different philosophical theories such as utilitarianism, duty ethics, and virtue ethics, and apply these philosophies to case studies.

*Prerequisites:* MGMT 122.

**ACCT-358****Advanced Management Accounting**

3 Credits (45:0:0 hours)

The student examines the role that management accounting plays in motivating and assisting management in attaining organizational objectives. The course includes an in-depth look at techniques such as activity-based costing; performance evaluation (financial and non financial) incentives and decentralization. The course also includes a review of the balanced scorecard and how it assists management decision-making; how technology is helping the accountant make better business decisions; and a review of budgeting techniques.

*Prerequisites:* ACCT 318.

**ACCT-362****Introduction to Taxation**

3 Credits (45:0:0 hours)

Students are introduced to taxation in Canada, focusing on the income taxation of individual taxpayers and an introduction to the Goods and Services tax. Topics include: General concepts and principles of income taxation and the Goods and Services tax, the computation of net income, taxable income and tax payable for individuals and the administration of income taxation. Students apply the concepts covered through problems and cases. **NOTE:** A student may receive credit for only one of ACCT362 and ACCT328.

*Prerequisites:* ACCT 311

**ACCT-370****Directed Field Study Seminar**

3 Credits (45:0:0 hours)

Directed Field Studies Seminar (DFSS) bridges the gap between academic studies and practical experience. This advanced course prepares students for their Directed Field Studies thus building on the program's guiding principle of "Theory + Experience = Learning." DFSS develops theoretical understanding and field-related skills in research design and methodology, as well as critical analysis and interpretation of research literature, research studies and findings. Students also prepare for the workforce through the development of presentation skills, job search skills, resumes, cover letters and interview techniques.

*Prerequisites:* ACCT 261 and ACCT 318.

**ACCT-371****Directed Field Study I****3 Credits (45:0:120 hours)**

In Directed Field Study (DFS) courses ACCT 371 - 378, students are required to select and research four different accounting topics over a period of eight months. Each round of DFS (371 and 372; 373 and 374; 375 and 376; 377 and 378) is of two months duration and has two parts. DFS-371 is Part-1 of the two-part DFS and begins with the student selecting a topic in conjunction with the faculty advisor and the employer from the areas of management accounting, financial accounting, auditing, accounting information systems or finance. The research topic selected must be related to the workplace activities. In this part, the student will prepare an outline of the proposed topic, select and appraise secondary research sources and compose a literature review from the selected references. In order to enroll in this course, students must be employed in an accounting position with a minimum of 30 hours per week.

*Prerequisites:* ACCT 350, ACCT 351, ACCT 358, ACCT 370 and ACCT 391.

**ACCT-372****Directed Field Study II****3 Credits (45:0:120 hours)**

This course is the second part of the two-part Directed Field Study (DFS) and a continuation of DFS 371. In this part, the student will write one cohesive final report from the literature review, surveys, interviews and all other research done so far and present the final paper to other students, employers, faculty and other interested members of the community. Students also select and critique a presentation of their peers. In order to enroll in this course, students must be employed in an accounting position with a minimum of 30 hours per week.

*Prerequisites:* ACCT 371.

**ACCT-373****Directed Field Study III****3 Credits (45:0:120 hours)**

In Directed Field Study (DFS) courses ACCT 371 - 378, students are required to select and research four different accounting topics over a period of eight months. Each round of DFS (371 and 372; 373 and 374; 375 and 376; 377 and 378) is of two months duration and has two parts. DFS-373 is Part-1 of the second round of two-part DFS and begins with the student selecting a topic in conjunction with the faculty advisor and the employer from the areas of management accounting, financial accounting, auditing, accounting information systems or finance. The research topic selected must be related to the workplace activities. In this part, the student will prepare an outline of the proposed topic, select and appraise secondary research sources and compose a literature review from the selected references. In order to enroll in this course, students must be employed in an accounting position with a minimum of 30 hours per week.

*Prerequisites:* ACCT 372.

**ACCT-374****Directed Field Study IV****3 Credits (45:0:120 hours)**

This course is the second part of the two-part Directed Field Study (DFS) and a continuation of DFS 373. In this part, the student will write one cohesive final report from the literature review, surveys, interviews and all other research done so far and present the final paper to other students, employers, faculty and other interested members of the community. Students also select and critique a presentation of their peers. In order to enroll in this course, students must be employed in an accounting position with a minimum of 30 hours per week.

*Prerequisites:* ACCT 373.

**ACCT-375****Directed Field Study V****3 Credits (45:0:120 hours)**

In Directed Field Study (DFS) courses ACCT 371 - 378, students are required to select and research four different accounting topics over a period of eight months. Each round of DFS (371 and 372; 373 and 374; 375 and 376; 377 and 378) is of two months duration and has two parts. DFS-375 is Part-1 of the third round of two-part DFS and begins with the student selecting a topic in conjunction with the faculty advisor and the employer from the areas of management accounting, financial accounting, auditing, accounting information systems or finance. The research topic selected must be related to the workplace activities. In this part, the student will prepare an outline of the proposed topic, select and appraise secondary research sources and compose a literature review from the selected references. In order to enroll in this course, students must be employed in an accounting position with a minimum of 30 hours per week.

*Prerequisites:* ACCT 374.

**ACCT-376****Directed Field Study VI****3 Credits (45:0:120 hours)**

This course is the second part of the two-part Directed Field Study (DFS) and a continuation of DFS 375. In this part, the student will write one cohesive final report from the literature review, surveys, interviews and all other research done so far and present the final paper to other students, employers, faculty and other interested members of the community. Students also select and critique a presentation of their peers. In order to enroll in this course, students must be employed in an accounting position with a minimum of 30 hours per week.

*Prerequisites:* ACCT 375.



**ACCT-377****Directed Field Study VII**

3 Credits (45:0:120 hours)

In Directed Field Study (DFS) courses ACCT 371 - 378, students are required to select and research four different accounting topics over a period of eight months. Each round of DFS (371 and 372; 373 and 374; 375 and 376; 377 and 378) is of two months duration and has two parts. DFS-377 is Part-1 of the fourth round of two-part DFS and begins with the student selecting a topic in conjunction with the faculty advisor and the employer from the areas of management accounting, financial accounting, auditing, accounting information systems or finance. The research topic selected must be related to the workplace activities. In this part, the student will prepare an outline of the proposed topic, select and appraise secondary research sources and compose a literature review from the selected references. In order to enroll in this course, students must be employed in an accounting position with a minimum of 30 hours per week.

*Prerequisites:* ACCT 376.

**ACCT-378****Directed Field Study VIII**

3 Credits (45:0:120 hours)

This course is the second part of the two-part Directed Field Study (DFS) and a continuation of DFS 377. In this part, the student will write one cohesive final report from the literature review, surveys, interviews and all other research done so far and present the final paper to other students, employers, faculty and other interested members of the community. Students also select and critique a presentation of their peers. In order to enroll in this course, students must be employed in an accounting position with a minimum of 30 hours per week.

*Prerequisites:* ACCT 377.

**ACCT-390****Advanced Audit**

3 Credits (45:0:0 hours)

This advanced audit course covers in-depth techniques and auditing procedures relevant for assets, liabilities, revenue and expense accounts. It includes the procedures for preparation of working papers and the assembly of portions of an audit file. Mini-cases and a computerized audit case supplement are included.

*Prerequisites:* ACCT 350.

**ACCT-391****Accounting Theory**

3 Credits (45:0:0 hours)

In this advanced course, students examine contemporary theory, research and practices that have shaped accounting. Topics include: the conceptual framework of accounting, linking financial information to the users, and alternative measurement methods.

*Prerequisites:* ACCT 211.

**ACCT-392****Taxation II**

3 Credits (45:0:0 hours)

Topic areas in this course include the structure of income tax legislation, the meaning of income, determination of net income (various sources), computation of taxable income and tax payable for individuals and corporations. The impact of taxation on business transactions and decision making are considered in all topic areas and an introduction to key issues in tax planning is also included.

*Prerequisites:* ACCT 162 and LEGL 210.

**ACCT-394****Management Information Systems**

3 Credits (45:0:0 hours)

Information system managers must possess the ability to perform appropriate cost/benefit analysis of IT investments, to simulate and manage organizational change and communicate IT issues to user groups. In addition to computer technology, information system managers must understand how business strategy drives information needs. The collection, manipulation, transmission, storage and presentation of management information is critical to an organization's ability to meet its goals. This course deals with these issues.

*Prerequisites:* ACCT 275.

**ACCT-395****Advanced Finance**

3 Credits (45:0:0 hours)

This course is designed to apply the tools acquired through previous studies in finance, management accounting, financial accounting and information technology, to assess financial securities and identify the risk associated with those securities.

*Prerequisites:* ACCT 255 and one of ACCT 215, STAT 141, STAT 151 or MGT 312.

**ACCT-398****Strategic Management**

3 Credits (45:0:0 hours)

This is the capstone course of the Applied Degree in Accounting. Successful completion of this course requires students to demonstrate an in-depth knowledge of performance measurement within the corporate, business and functional levels of strategy. This includes the analysis, formulation and execution of strategic planning through the use of case studies.

*Prerequisites:* ACCT 351, ACCT 352, ACCT 358 and ACCT 391.

**ACCT-410****Financial Accounting - Advanced**

3 Credits (45:0:0 hours)

Building on concepts and tools acquired in previous coursework, students examine the complex concepts and practices of financial reporting in a variety of operating environments including publicly traded enterprises in a multinational environment. The course topics include the accounting for financial instruments, inflation, inter-corporate investments and business combinations, foreign currency, changes and errors, customer loyalty programs and alternative business forms. **NOTE:** A student may receive credit for only one of ACCT410 and ACCT351.

*Prerequisites:* Minimum grade of C- in ACCT 316

**ACCT-412****Financial Accounting Theory**

3 Credits (45:0:0 hours)

Students explore major concepts in a theoretical approach to accounting. Topics include: the conceptual framework of accounting, the role of accounting in the economy, links between income and value, standard setting and other current issues. **Note:** A student may receive credit for only one of ACCT 412 and ACCT 391.

*Prerequisites:* Minimum grade of C- in ACCT 315

**ACCT-422****Management Accounting - Advanced**

3 Credits (45:0:0 hours)

Students use concepts and tools acquired in prerequisite courses as a foundation to address senior level performance evaluation and management within the context of an organization's strategy including a critical analysis of current practices. Critical thinking and communication skills are emphasized through analysis of cases and current topics. Topics include the nature of management and management accounting system support for strategy, organizational behaviour and goal congruence including incentives and compensation, organizational design including management and management accounting systems support, financial and non-financial performance measurement systems including the alignment to strategy and financial and operational forecasting and analysis. **NOTE:** A student may receive credit for only one of ACCT422 and ACCT358. *Prerequisites:* ORGA 201 and minimum grade of C- in ACCT 324.

**ACCT-430****Accounting Information and Systems Support**

3 Credits (45:0:0 hours)

Students examine accounting system needs, design, implementation and maintenance in a variety of organizational settings with the aim of providing the information necessary to support strategic initiatives and statutory reporting requirements. Students design, construct and use a computer based model to test a variety of assumptions regarding the quality of accounting information. **NOTE:** A student may receive credit for only one of ACCT430 and ACCT275. *Prerequisites:* MSYS 200 and minimum grade of C- in ACCT 322

**ACCT-442****Auditing**

3 Credits (45:0:0 hours)

This course focuses on the concepts and principles of auditing (assurance) including audit objectives, analytical procedures including sampling techniques, internal control, materiality, control risk and planning; and preparation of audit working papers. The comprehensive and systems audit approaches are also addressed. *Prerequisites:* Minimum grade of C- in ACCT 315.

**ACCT-462****Corporate Taxation**

3 Credits (45:0:0 hours)

Students examine the principles and concepts underlying the income taxation of corporations, including the income taxation of corporate distributions and transactions with shareholders. The course includes corporate tax planning considerations, an introduction to the income taxation of partnerships and trusts, and an introduction to corporate reorganizations. Students use complete problems and cases to apply the course concepts. *Prerequisites:* ACCT 362

**ACCT-498****Independent Studies in Accounting**

3 Credits (0:0:45 hours)

In consultation with, and supervised by, a member of the department or an approved professional in the community, a senior student undertakes advanced scholarly work related to the field of accounting. The faculty member guides the student in designing and undertaking this work, using appropriate assumptions and methods to arrive at warranted conclusions and outcomes that will advance accounting knowledge or practice or create meaningful results. *Prerequisites:* Consent of the course instructor and the chair.

**ACUP-101****Meridian Systems and Acupuncture Points I**

3 Credits (30:15:0 hours)

During a combination of lecture, demonstrations and practice, students learn the location of acupuncture points on the lung, large intestine, stomach and spleen meridians. They will also learn the concept of meridians, channels and collaterals as well as anatomical landmarks, methods of measurement, acupuncture point energetics, indications and the Chinese name of each point.

**ACUP-103****Meridian Systems and Acupuncture Points II**

3 Credits (30:15:0 hours)

During a combination of lecture, demonstrations and practice, students learn the location of acupuncture points on the heart, small intestine, urinary bladder, kidney, and pericardium meridians. They also learn the concept of meridians, channels and collaterals, as well as anatomical landmarks, methods of measurement, acupuncture point energetics, indications and the Chinese name of each point. This course is a continuation of Meridian Systems and Acupuncture Points I.

**ACUP-104****Diagnostics in Traditional Chinese Medicine**

3 Credits (45:0:0 hours)

Students learn to accurately diagnose disorders according to the principles of TCM. All the patient assessment skills used in modern Traditional Chinese Medicine, including the "Four Methods of Diagnosis" are explained and practiced. *Co-requisite:* ACUP 102.

**ACUP-105****Introduction to Qi Gong and Tui Na**

1 Credits (15:15:0 hours)

Qi Gong and its value in the practice of Traditional Chinese Medicine is discussed and students are introduced to basic methods of Qi Gong which includes the traditional methods of moving and tonifying Qi. Students also become familiar with basic principles of Tui Na, a style of Chinese manipulations using non-invasive techniques for therapeutic and relaxation purposes.

**ACUP-106****Medical Terminology**

1 Credits (15:0:0 hours)

Topics in this course include an introduction to the use of words and word parts as they relate to different structures of the human body and selected major body systems.

**ACUP-108****Clinical Observation I**

1 Credits (0:0:30 hours)

Clinical observation offers students the opportunity to witness all facets of patient care, diagnosis and treatment. It provides a link between theoretical studies and practical clinical application. This portion of clinical observation allows the student to become familiar with all aspects of clinic operation, procedures and patient visits. *Prerequisites:* ACUP 104.

**ACUP-110****Meridian Systems and Acupuncture Points III**

3 Credits (30:15:0 hours)

This course continues the process of locating and learning the functions and indications of the meridian system and acupuncture points. This course covers the Triple Warmer, Gall Bladder and Liver channels as well as commonly used extra points.

**ACUP-111****Diagnostics in Traditional Chinese Medicine II**

3 Credits (45:15:0 hours)

In this course, students examine the physical, anatomical and energetic aspects of meridian-based physical assessment. Students learn the therapeutic use of the tendino-muscular pathways and the divergent or distinct channels. Students also develop their palpation skills and explore its importance in clinical practice.

*Prerequisites:* HLSC 104, ACUP 104 and ACUP 101.

**ACUP-112****Traditional Chinese Medicine Internal Therapeutics I**

2 Credits (30:0:0 hours)

This course covers the various conditions that may appear as a result of dysfunction of the digestive system and how these conditions are assessed, diagnosed and treated using the Traditional Chinese Medicine system.

*Prerequisites:* ACUP 101 ACUP 104 and ACUP 119.

**ACUP-113****Clinical Observation and Practice I**

1 Credits (0:0:60 hours)

This second clinical observation course builds upon the skills learned in Clinical Observation I. Students gradually become more involved with the patient intake process and other clinic procedures.

*Prerequisites:* ACUP 108. *Co-requisite:* ACUP 205.

**ACUP-114****Introduction to Research Methodology**

2 Credits (30:0:0 hours)

This course examines the basic concepts and methodologies that are used in modern acupuncture and Traditional Chinese Medicine research. Specific difficulties in applying a commonly used research format for evidence-based practices to the complex, unique practice of Traditional Chinese Medicine are discussed.

**ACUP-115****Qi Gong and Tuina II**

2 Credits (30:15:0 hours)

In this course, students build on foundational concepts, and practice more advanced techniques of Qi Gong as preparation for self discipline and mind cultivation. Tuina and Oriental body work are also covered in detail. The application of specific Tuina techniques in a wide variety of pathological conditions is explored and students learn when these techniques from Traditional Chinese Medicine are integrated in the practice of acupuncture.

*Prerequisites:* ACUP 105.

**ACUP-116****TCM Diagnostics Lab**

1 Credits (15:15:0 hours)

The distinct methods to diagnose patterns of disharmony in Traditional Chinese medicine require skills that can only be obtained with practice. During this course, students practice the TCM diagnostic procedures of tongue observation and pulse palpation. After practising these skills, students are able to make correct conclusions and interpretations of the tongue and pulse assessments.

*Prerequisites:* ACUP 117. *Co-requisite:* ACUP 104.

**ACUP-117****Foundations of TCM**

4 Credits (60:0:0 hours)

During this course, students study the Eastern philosophical ideas and thought processes that form the unique basis of Traditional Chinese Medicine. This course also explores the causes of disease and examines the theory, the role and functions of the Zang Fu and Jing-Luo systems.

**ACUP-119****Foundations of TCM II**

3 Credits (45:0:0 hours)

This course focuses on assessment and description of pathology based on diverse diagnostic systems that are typical to Traditional Chinese Medicine. Students learn how to differentiate disease patterns by studying theories of Zang Fu organs; Qi, blood and body fluids; eight principles; the six stages and four levels of disease; and San Jiao.

*Prerequisites:* ACUP 117.

**ACUP-201****Extra Meridians and Microsystems**

2 Credits (30:15:0 hours)

This course examines the eight extraordinary channels, the microsystem of the ear and scalp acupuncture.

*Prerequisites:* ACUP 109 or equivalent as determined by the Chair

**ACUP-203****Therapeutic Principles of Acupuncture Point Selection and Combination**

2 Credits (30:0:0 hours)

This course covers the theoretical and practical principles that are used to formulate an acupuncture point prescription. The meaning of acupuncture point energetics and the synergy between specific points are explained. This course also covers how the acupuncturist can adjust and customize basic point combinations to the patient's actual signs, symptoms, and condition. The therapeutic mechanism of acupuncture from both the TCM and Conventional Medicine are discussed. Course topics also include risk management principles.

*Prerequisites:* ACUP 101, ACUP 119, ACUP 104.

**ACUP-204****Traditional Chinese Medicine Internal Therapeutics II**

3 Credits (45:0:0 hours)

This course covers the various conditions that may appear as a result of dysfunction of the respiratory, cardiovascular systems, as well as psychological disorders. The course also covers how these conditions are assessed, diagnosed and treated according to TCM.

*Prerequisites:* ACUP 101, ACUP104 and ACUP 119.

**ACUP-205****Traditional Chinese Medicine Modalities I**

1 Credits (15:15:0 hours)

This course introduces the various techniques used in Traditional Chinese Acupuncture such as needling, cupping, moxibustion, gua sha and explains appropriate therapeutic use of these techniques in clinical practice. The techniques of needle stimulation, such as tonification and sedation techniques, and safety and routine practices are also covered.

*Prerequisites:* ACUP 101.

**ACUP-206****Traditional Chinese Medicine Nutrition, Lifestyle and Zhong Yao**

3 Credits (45:0:0 hours)

Topics in this course include the history of Chinese nutrition, basic principles of nutrition from a Chinese energetic perspective, the use of specific foods for therapeutic purposes and the role that nutrition and lifestyle play in the overall maintenance of health in an individual. A generalized overview of the energetic properties of Chinese herbs is also discussed including an introduction to Chinese herbology.

*Prerequisites:* ACUP 104 and ACUP 119.

**ACUP-208****Clinical Observation and Practice II**

2 Credits (0:120:0 hours)

In Clinical Observation and Practice II, students participate in all facets of patient care with the exception of the use of invasive techniques and therapeutic modalities in which they have insufficient training. Students start participating in discussions on diagnosis and interpretation of signs and symptoms.

*Prerequisites:* ACUP 113 and ACUP 205.

**ACUP-209****Internal Medicine**

3 Credits (45:0:0 hours)

Students examine the pathological conditions which may affect the various systems of the body. Assessment and therapeutic principles are outlined for the digestive, circulatory, respiratory and urogenital systems. With an understanding of the disease process, western assessment and therapeutic models, students develop communication, team work and referral skills necessary when collaborating with other health care professionals.

*Prerequisites:* ACUP 106, HLSC 104, HLSC 105, HLSC 222, HLSC 124.

**ACUP-210****Traditional Chinese Medicine Modalities II**

3 Credits (30:15:0 hours)

This course builds further on the acquired skills and knowledge of acupuncture techniques that were covered in the first modalities course. More specialized techniques, such as electro acupuncture and bleeding, as well as less commonly used techniques, like plum blossom needling, will be explained, demonstrated and practiced in class.

*Prerequisites:* ACUP 101.

**ACUP-211****Traditional Chinese Medicine Internal Therapeutics III**

3 Credits (45:0:0 hours)

This course covers the various pathological conditions that may occur in gynecology and obstetrics based on the theory of Traditional Chinese Medicine. Students learn to do a TCM assessment, diagnosis and form appropriate treatment strategies for these conditions according to the theory of Traditional Chinese Medicine.

*Prerequisites:* ACUP 101, ACUP 104 and ACUP 119

**ACUP-213****Traditional Chinese Medicine External Therapeutics I**

3 Credits (45:0:0 hours)

This course focuses on musculoskeletal disorders including muscle pain, joint and bone pain resulting from arthritis, injuries and other reasons. For each disorder, etiology, diagnosis and treatment according to TCM are discussed. The concepts of Bi Syndrome and Wei Syndrome, including assessment, diagnosis, and treatment are also covered.

*Prerequisites:* ACUP 101, ACUP 104 and ACUP 119.

**ACUP-214****Clinical Case Studies I**

1 Credits (15:0:0 hours)

This course is the first in a series of courses focusing on relevant clinical situations from a TCM perspective. Students present cases from their clinical experience and discuss them with the class and instructor. Students must systematically organize clinical intake data into a comprehensive diagnosis and treatment strategy.

*Prerequisites:* ACUP 101, ACUP 104, ACUP 119.

**ACUP-215****Internship I**

1 Credits (0:0:60 hours)

During the first internship, students make appropriate assessments and proceed with an accurate TCM diagnosis with the help of the supervisor(s), ensure that proper charting of the treatments is done and contribute actively to treatment of patients using correct therapeutic techniques.

*Prerequisites:* ACUP 203, ACUP 204, ACUP 208, ACUP 210, ACUP 213.

**ACUP-216****Traditional Chinese Medicine External Therapeutics II**

2 Credits (30:0:0 hours)

The second course of External Therapeutics focuses on the use of TCM for neurological conditions such as Parkinson's disease, facial paralysis, trigeminal neuralgia, and proctological, dermatological disorders including hemorrhoids, urticaria, acne, dermatitis, eczema. Disorders of the mouth, eye, ear, nose and throat such as tinnitus, deafness, otitis media, tonsillitis, laryngitis, myopia and toothache are also covered. For each disorder, definition, etiology, pathology, diagnosis, differentiation and treatment according to TCM are discussed.

*Prerequisites:* ACUP 101, ACUP 104 AND ACUP 119.

**ACUP-218****Professional Ethics and Regulations**

1 Credits (15:0:0 hours)

In this course students expand their knowledge and appreciation of issues of professional conduct. Various ethical and practice related topics are explored, including how the ideas of Asian and Western philosophers influence codes of ethics that are used for the acupuncture profession. Students also learn how acupuncturists are regulated in Canada and in Alberta.

**ACUP-219****Clinical Case Studies II**

2 Credits (30:0:0 hours)

This is the second in a series of courses focusing on relevant clinical presentations. Students present cases from their clinical experience and discuss them with the class and instructor.

*Prerequisites:* ACUP 214.

**ACUP-220****Internship II**

2 Credits (0:0:125 hours)

During the second internship, students continue to make appropriate assessments and proceed with an accurate TCM diagnosis with the help of the supervisor(s), ensuring that proper charting is done and contributing actively to the treatment of patients, using correct therapeutic techniques. Students gradually take more initiative in the complete treatment of the patient.

*Prerequisites:* ACUP 215 and ACUP 216

**ACUP-221****Traditional Chinese Medicine Internal Therapeutics IV**

3 Credits (45:0:0 hours)

This course covers urogenital disorders and male reproductive system disorders such as edema, UTI, kidney stone, prostatitis, impotence and EDS; endocrine disorders such as obesity, hyperthyroidism and hypothyroidism; auto-immune disorders and infection diseases such as fibromyalgia, chronic fatigue syndrome, AIDS, HIV, hepatitis. Also covered are pediatric disorders such as infantile diarrhea and dyspepsia, and enuresis. Students learn appropriate assessment diagnosis and treatment strategies for these disorders according to the theory of TCM.

*Prerequisites:* ACUP 101, ACUP 104 and ACUP 119.

**ACUP-303****Internship III**

2 Credits (0:0:155 hours)

During the third internship, students become more independent as they make appropriate assessments and accurate TCM diagnoses. Interns are encouraged to take more initiative in the complete treatment of the patient. Supervisor(s) assist with difficult cases, deficiencies in techniques or areas that need improvement.

*Prerequisites:* ACUP 220 and ACUP 221.

**ACUP-304****Internship IV**

2 Credits (0:0:80 hours)

This is the final clinical phase of internship where the senior intern applies all the skills necessary to work independently and successfully in an acupuncture clinic.

*Prerequisites:* ACUP 303.

**ACUP-305****Practice Management and Professional Entry Requirements**

3 Credits (45:0:0 hours)

This course prepares future professional acupuncturists for the business-related aspects of their profession. Topics covered include areas such as the planning, start-up and running of a clinic, communication skills with third parties and other health care providers, Workers' Compensation Board policies and charting, reporting, and billing issues.

**ACUP-311****Acupuncture Safety Course (Clean Needle Technique)**

1 Credits (15:0:0 hours)

Students learn and apply Alberta standards and international standards for hygienic acupuncture practice to protect both patients and practitioners. This course also covers specific risk management principles and practices that are relevant to the operation of an acupuncture clinic.

**ACUP-312****Herbology for Acupuncturists**

2 Credits (30:0:0 hours)

This course covers the basic principles of Chinese herbology and includes the study of herbs and herbal formulas, commonly prescribed to patients who visit an acupuncture clinic. The information about the herbal products is presented at an introductory level providing practical information that is essential to the acupuncturist.

*Prerequisites:* ACUP 119.

**AGAD-100****Foundations of Arts and Cultural Management**

3 Credits (45:0:0 hours)

In this course students examine critical issues and trends facing cultural managers today. Students examine the breadth and diversity of the sector, various organizing models and methods, the contributions of the sector to the Canadian economy and the role of art and culture in society. Students also examine significant historical events that influenced the development of the arts in Canada and explore the challenges inherent in balancing the needs of funders, artists and patrons.

**AGAD-105****Accounting for Arts and Cultural Managers**

3 Credits (45:0:0 hours)

In this course, students prepare, record and interpret financial information used in decision making. Students practice accounting procedures, prepare statements and reports for analysis and examine differences in the accounting practices of not-for-profit, charitable and for-profit arts and cultural organizations.

**AGAD-107****Computer Applications in Arts Management**

3 Credits (45:0:0 hours)

Students develop foundational skills in the business applications commonly used by the arts manager including the features, functions and efficiencies of spreadsheet, database, word processing, publishing and presentation software. Producing a range of management documents, students focus on readability, visual appeal, form and function, and file management in each application. Projects combine skill development with the ability to connect these applications to subsequent work in the program.

**AGAD-109****Publicity and Media Relations in the Arts**

3 Credits (45:0:0 hours)

In this course, students investigate the importance of publicity and media relations in the arts and cultural sector. Students research, write and edit media tools including media releases, public service announcements, media kits, photo call/op notices and media invitations. They also prepare and plan media strategies including media events, media lists, angles and pitches and develop a publicity campaign with a focus on building relationships with audiences via the media.

**AGAD-112****Introduction to Audience and Resource Development**

3 Credits (45:0:0 hours)

Students explore principles of marketing and fundraising while examining how these concepts are used to shape communications and resource development in the cultural sector. Other topics include various methods of relationship building with audiences, including individuals and organizations, for a variety of resource development goals focusing on earned and contributed revenue.

**AGAD-120****Managing and Leading in Arts and Culture**

3 Credits (45:0:0 hours)

In this course, students study the principles of management and discuss the complexities of leading in the cultural sector. Students examine and reflect on the influences of personality type, perception, motivation and stress on interpersonal effectiveness and the impact of power, politics, change and organizational culture on the organization.

*Prerequisites:* AGAD 100.

**AGAD-122****Applied Audience and Resource Development**

3 Credits (45:0:0 hours)

Students apply the principles of audience and resource development to marketing and fundraising tools and techniques. Students research potential partnerships, potential media and corporate sponsorship and funding proposals, using a variety of marketing and fundraising materials in various formats and media and for a variety of audiences.

*Prerequisites:* AGAD 112.

**AGAD-123****Human Resources in Arts and Cultural Management**

3 Credits (45:0:0 hours)

In this course, students examine the differing roles of boards of directors, volunteers and paid personnel in relation to the skills and competencies of an arts manager. Emphasis is placed on the governance function of the board, and on the processes of recruitment, supervision, motivation, and evaluation for all three stakeholder groups.

**AGAD-201****Advocacy in the Cultural Sector**

3 Credits (45:0:0 hours)

The focus of this course is on developing the knowledge and skills necessary to become a successful advocate in the arts and cultural sector. Students study federal, provincial and municipal cultural policies and government structures relevant to arts organizations, conduct policy related research and construct persuasive arguments and campaigns in support of the arts. Trends and emerging issues affecting arts and culture are also examined.

*Prerequisites:* AGAD 100

**AGAD-203****Project Management in Arts and Culture**

3 Credits (45:0:0 hours)

In this course, students develop practical strategies for project planning across a range of arts and cultural contexts. Students focus on the roles and responsibilities of a project manager and the components of a comprehensive project plan including identifying the scope of the project, milestones, resources, communication needs, budget and project evaluation.

**AGAD-223****Integrated Project in Arts and Cultural Management**

3 Credits (45:0:0 hours)

In this course, students design and complete a project from definition to completion. Working in teams, students collaborate with an arts or cultural organization or artist of their choice to complete a project or special event of mutual interest. Drawing on the skills developed in previous courses, students develop a project plan, execute the plan and evaluate the results.

*Prerequisites:* AGAD 203

**AGAD-225****Performing Arts Management**

3 Credits (45:0:0 hours)

In this course students analyze the complexities of managing live performing arts including facility/operations management, front-of-house management, programming and touring. Students also describe the relationship with unions and associations, risk management strategies, technical terminology used in performance venues and emerging issues and trends in the performing arts.

**AGAD-226****Museum/Gallery Management**

3 Credits (45:0:0 hours)

In this course, students examine the functional role of museums, public galleries, commercial galleries and artist-run centres, and their varied organizational structures. Students study issues and trends in collections management and develop mandates, policies and procedures, programming and exhibition plans.

**AGAD-227****Managing in the Music Industry**

3 Credits (45:0:0 hours)

In this course students examine the complex role of the artist manager. Studies include an overview of the Canadian music industry, key competencies of the artist manager, contract terms and the legal language of agreements. Students also examine the manager's role in developing the artist's career, including recording and touring, and how to establish a career as a competent and ethical manager.

**AGAD-230****Independent Study Project**

3 Credits (45:0:0 hours)

This course offers students the opportunity to write a major research paper in a topic of interest during their final year of study. Students enrolled in this course consult with the program chair and present a proposal with the estimated number of hours required for the paper, a list of required resources and a detailed research plan.

*Prerequisites:* AGAD120

**AGAD-231****Field Placement**

5 Credits (0:0:280 hours)

Students complete a full-time, eight-week supervised workplace learning experience where they will apply and test their arts management skills and knowledge. Students identify, interview and choose from a wide range of potential placements and work in a variety of arts management functions including marketing, fund development, volunteer and/or event management, publicity and general arts administration.

*Prerequisites:* AGAD 122. *Co-requisite:* AGAD 233.

**AGAD-232****Advanced Audience and Resource Development**

3 Credits (45:0:0 hours)

Students apply advanced techniques and strategies related to marketing and fund development in the cultural sector. Working with an organization in the community, students engage in audience research to identify consumer trends and audience preferences and use this information to prepare a comprehensive audience and resource development plan for the organization.

*Prerequisites:* AGAD 122.

**AGAD-233****Integration Seminar**

1 Credits (15:0:0 hours)

Students examine and reflect upon workplace learning experiences and upon their challenges and accomplishments. Best practices and arts management principles are revisited in the context of students' real world field placement assignments. This seminar is concurrent with Field Placement.

*Prerequisites:* AGAD 122. *Co-requisite:* AGAD 231.

**ANTH-101****Introduction to Anthropology**

3 Credits (45:0:0 hours)

This course is a general introduction to anthropology through the study of central concepts and key issues. These include human evolution, the appearance of culture, social organization, cultural theory, symbolic systems, and culture change.

**ANTH-108****Elements of Human Linguistics**

3 Credits (45:0:0 hours)

This course provides an introduction to the principle ideas about language and communication, including laboratory exercises. Course content includes human evolution, anatomy and language development; design features and structural elements of language; language acquisition and writing systems.

**ANTH-110****Gender, Age and Culture**

3 Credits (45:0:0 hours)

This course examines sex, gender and age distinctions from a biological and cross-cultural perspective. It examines how societies organize sexual differences and what it means to be a man or a woman in different cultures. The course considers the impact of sex, gender and age differences as crucial aspects of social organization and structure in the daily life of the human species.

**ANTH-150****Race and Racism in the Modern World**

3 Credits (45:0:0 hours)

This course gives an anthropological perspective on how the concept of race has been used to examine biological and cultural variation among humans. Issues and topics include multiculturalism, ethnic identity, prejudice and ethnocentrism, racism, eugenics and the persistence of ethnic identity in the face of globalization. Case studies dealing with race issues in Canada and other countries are used to illustrate these concepts.

**ANTH-206****Introduction to Archaeology**

3 Credits (30:15:0 hours)

This course provides a general introduction to the methods, practice and theory of prehistoric archaeology. Topics include the goals and objectives of the discipline, data collection and analysis as well as methods of interpretation. Emphasis is on methods used to reconstruct prehistoric life-ways and explain cultural development rather than a general survey of prehistory.

*Prerequisites:* Minimum grade of C- in a 100-level course in Anthropology or EASC 101.

**ANTH-207****Introduction to Social and Cultural Anthropology**

3 Credits (45:0:0 hours)

This course provides an overview of socio-cultural anthropology which introduces the students to the diversity of human cultures and the concepts and theoretical orientation of the cultural anthropologist. Unity and diversity in human social life are emphasized.

*Prerequisites:* Minimum grade of C- in a 100-level course in anthropology or consent of the department.

**ANTH-208****Introduction to Linguistic Anthropology**

3 Credits (45:0:0 hours)

This course focuses on the anthropological study of language and communication. It examines the analytical methods and theory used in linguistic anthropology.

*Prerequisites:* Minimum grade of C- in a 100-level course in anthropology.

**ANTH-209****Introduction to Biological Anthropology**

3 Credits (30:15:0 hours)

This course introduces students to the sub-discipline of biological anthropology. Students examine the emergence of the human species and the theoretical and methodological frameworks used to understand present-day human biological variation. Topics include basic principles of evolutionary theory, human skeletal biology, comparative primate anatomy and behaviour, and hominid evolution.

*Prerequisites:* Minimum grade of C- in a 100- level course in anthropology.

**ANTH-219****World Prehistory**

3 Credits (45:0:0 hours)

This course surveys the development of societies around the world over the last 3 million years. It begins by introducing the discipline of archaeology and the methods and techniques used to learn about the human past. Cultural sequences from various regions of the Old and New World (eg, Egypt, Mesopotamia, China, Europe, Mesoamerica, the Andes) are examined. Finally, comparisons are made between these cultural sequences to explore such topics as the origins of agriculture, the development of complex societies, human dispersals and colonization, and the long-term effects of climate change and demographic growth.

**ANTH-230****Anthropology of Science, Technology and Environment**

3 Credits (45:0:0 hours)

This course is an introduction to the anthropological study of science, technology and environment. It begins with a view of the cultural character of contemporary technology, followed by an examination of the generation and cultural construction of knowledge through science, and finally to an exploration of implications for both cultural livelihood and ecological sustainability of science and technology.

**ANTH-245****The Ethnography of Mediterranean Peoples**

3 Credits (45:0:0 hours)

This course investigates anthropologists' contributions to understanding Mediterranean societies and cultures. The concept of a "Mediterranean culture" is critiqued. Through cross-cultural comparison, students investigate the diversity occurring in "Mediterranean" cultures, but also shared and parallel institutions and practices. Relevant historical, geographic, and environmental factors are explored, and considered in light of anthropological explanation of circum-Mediterranean cultural institutions, social organization and practices.

**ANTH-246****Canadian and Circumpolar Peoples**

3 Credits (45:0:0 hours)

This course provides a comprehensive introduction to the Inuit culture of Canada and other cultures of the circumpolar region. The course includes an introduction to anthropological perspectives, research methods and cross cultural analyses as well as to the geographical and cultural boundaries that exist in the north. Various topics are covered including the impacts of climate change, re-settlement, economic growth, and health issues.

**ANTH-250****North American Aboriginal Peoples**

3 Credits (45:0:0 hours)

This is a course about North American Aboriginal Peoples from an anthropological perspective. The course surveys the study of American indigenous cultures through the use of selected ethnographies. Topics covered include oral traditions, culture areas, politics, economics, family, kinship, religion and conflict between cultures.

**ANTH-261****Peoples and Cultures of Mesoamerica**

3 Credits (45:0:0 hours)

This course is an introduction to the culture area of Mesoamerica. It examines the cultural history of the native peoples of Mesoamerica from the pre-Columbian past to the present and includes studies of contemporary native communities.

**ANTH-262****Peoples and Cultures of South America**

3 Credits (45:0:0 hours)

This course is an introduction to cultural history of the native peoples of South America. It examines the social and cultural history of indigenous peoples, surveying local and regional cultural variations.

**ANTH-305****Human Variation and Adaptation**

3 Credits (45:0:0 hours)

This course examines, from a biocultural perspective, the extraordinary range of human biological variation and explores the evolutionary, adaptive, behavioural, cultural and environmental influences that produce this diversity. The first half of the course examines historical perspectives on human differences and outlines our current understanding of the basic principles of evolutionary biology. The second half of the course examines how these principles have been used to explain such aspects of human variation as body size and shape, skin colour, blood chemistry, and disease. Throughout the course, the interaction of biology and culture are discussed, as well as the veracity of such contentious topics as 'race', intelligence, sex differences and genetic disorders.

*Prerequisites:* Minimum grade of C- in ANTH 209.

**ANTH-318****Political Anthropology**

3 Credits (45:0:0 hours)

The course examines some of the major theoretical approaches to politics and power which have emerged within Anthropology, or which have influenced anthropological writings. Employing a cross-cultural, comparative perspective, this course shows that in Western society 'politics' describes activities and institutions focused around political parties, government, and the state; within anthropology, however, the term 'politics' is linked to the idea of 'power', where power is an aspect of a broad range of relationships from the most local to the global. The course addresses issues as diverse as decentralized politics, state formation, and the impact of global power relations on the micro-level of everyday interaction.

*Prerequisites:* Minimum grade of C- in ANTH 207 or ANTH 208.



**ANTH-320****Archaeology of Gender**

3 Credits (45:0:0 hours)

This course examines approaches to gender in archaeological research from methodological, theoretical, and historical perspectives. The course focuses on the impact of a “gendered” archaeology against a backdrop of a more general examination of anthropological theories, gender roles, gender ideology and gender politics.

*Prerequisites:* Minimum grade of C- in ANTH 206 or ANTH 207.

**ANTH-324****Economic Anthropology**

3 Credits (45:0:0 hours)

This course provides a comprehensive overview of the key theoretical approaches and research in economic anthropology. Employing a cross-cultural, comparative perspective, this course investigates anthropologists’ studies of exchange behaviour as social, political and economic phenomena. The course is designed not only to broaden understanding of exchange in other societies, but to provide the comparative data necessary to evaluate our own forms of exchange and measures of economic well-being. Particular emphasis is placed upon a critical examination of the typologies created and employed by economic anthropologists.

*Prerequisites:* Minimum grade of C- in ANTH 207.

**ANTH-332****Anthropology of Science**

3 Credits (45:0:0 hours)

This course investigates science as a cultural and historical product. Employing the anthropological perspective, this course investigates anthropologists’ studies of science and epistemologies of science; how science is part of an ideological, social, economic and political environment. The course is designed not only to broaden understanding of science in other societies, but to provide the comparative data necessary to evaluate western understanding.

*Prerequisites:* Minimum grade of C- in one of the following: ANTH 206, ANTH 207 or ANTH 208.

**ANTH-340****Canadian Aboriginal Issues**

3 Credits (45:0:0 hours)

This course employs an anthropological approach to analyze contemporary Canadian Aboriginal issues. Cultural theories for the analysis of patterns, processes and trends are examined. Specific topics include First Nations and Canadian politics, economics, education, religion, health, law and the arts.

*Prerequisites:* Minimum grade of C- in ANTH 207 or ANTH 250.

**ANTH-370****Anthropology of Space and Place**

3 Credits (45:0:0 hours)

Much of anthropological data is based on notions of space and place and archaeologists invest much of their time in detailing location and arrangement of built form and material culture. This course examines the theoretical and methodological approaches to landscape, space, and place in anthropology and archaeology. Topics include the conceptualization of space, place, and landscape in anthropological and archaeological research and writing, the changing nature of concepts of landscape, and space and place as analytical frameworks for understanding past, present, and future societies and cultures. We consider three related dimensions of human spatial practice over time and space/place: experience, perception, and imagination.

*Prerequisites:* Minimum grade of C- in one of the following: ANTH 206, ANTH 207 or ANTH 208.

**ANTH-375****Zooarchaeology**

3 Credits (30:15:0 hours)

This course is an introduction to the study of animal remains from archaeological contexts. Topics discussed include the reconstruction of environment and season of site occupation, the economic uses of animals and evidence of animal domestication, and the procedures for analyzing faunal remains and challenges in their interpretation.

*Prerequisites:* Minimum grade of C- in ANTH 206 or ANTH 209.

**ANTH-385****Archaeology of the Americas**

3 Credits (45:0:0 hours)

This course provides a survey of select prehistoric cultures of North, Middle and South America. Topics to be discussed include the peopling of the Americas, rise of pre- Columbian civilizations and the variety of cultural adaptations in the Americas.

*Prerequisites:* Minimum grade of C- in ANTH 206.

**ANTH-388****Artifact Analysis**

3 Credits (15:30:0 hours)

This course covers a variety of methods for analysing and interpreting items of material culture commonly recovered from archaeological contexts. Particular emphasis is placed upon understanding the technologies used to manufacture prehistoric and historic artifacts and the methods used to analyse their functions and stylistic attributes. Lab work includes exercises in qualitative and quantitative description and classification, and experiments in tool use and manufacture.

*Prerequisites:* Minimum grade of C- in ANTH 206.

**ANTH-390****Human Osteology**

3 Credits (15:30:0 hours)

A hands-on laboratory course that offers a comprehensive study of the human skeleton, both as a dynamic, living system and as a source of information for reconstructing past human lives. During the first part of the course we cover basic skeletal biology and students learn to identify and side every human bone, a large number of fragmentary bones, and all of the major morphological features on each bone. During the second part of the course, we explore the methods used to recover human skeletal remains from archaeological and forensic contexts, and students learn to apply techniques for reconstructing past lives from skeletal remains including health and disease, biological relatedness, physical activity patterns, and estimates of age, sex and stature. Throughout the course we discuss the ethics of dealing with human remains.

*Prerequisites:* Minimum grade of C- in ANTH 209

**ANTH-393****Cross-cultural Perspectives on Health and Healing**

3 Credits (45:0:0 hours)

This course provides an introduction to the sub-field of Medical Anthropology. Beginning with an overview of the central concepts and theoretical perspectives of medical anthropology, this course addresses the different ways in which health and illness are constructed cross-culturally, the roles of healers in different societies, and the political economy and social determinants of health and illness.

*Prerequisites:* Minimum grade of C- in a 100- level Anthropology course.

**ANTH-394****Ethnographic Research Methods**

3 Credits (45:0:0 hours)

This course concentrates on the perspectives, qualitative methods, and research strategies employed by ethnographers. Special emphasis is placed on techniques of major ethnographic research traditions, methods of data collection, analysis of narrative or textual data, ethical issues in research and presentation of research results. Grant writing and the use of such tools as computer software, film and other recording devices in ethnographic research are also explored. **Note:** The consent of the Department is required for Non-Anthropology majors.

*Prerequisites:* Minimum grade of C- in one of the following: ANTH 207 or ANTH 208.

**ANTH-395****Issues in Archaeological Method and Interpretation**

3 Credits (45:0:0 hours)

As a survey of theory and practices currently used in archaeology, students study the concepts and models used for interpreting archaeological data as well as the evaluation of ethical issues regarding archaeological investigations and remains.

*Prerequisites:* Minimum grade of C- in ANTH 206.

**ANTH-396****Archaeological Field Training**

6 Credits (15:75:0 hours)

This course provides students with an introduction to archaeological field work. Students experience all practical archaeological field techniques, including survey, excavation, laboratory analysis, cataloguing artifacts and conservation.

*Prerequisites:* Minimum grade of C- in ANTH 206 and consent of the department.

**ANTH-397****Anthropological Field Seminar**

6 Credits (45:0:45 hours)

This course combines classroom learning with fieldwork in social and cultural anthropology. Students design and complete a project that demonstrates a range of research techniques found in anthropology methodology. The course seminar will support fieldwork projects through implementation of: scientific methodology, research design, ethical behaviour, resource searching, field notes, surveys and questionnaires, interviewing, data collection, and research reporting.

*Prerequisites:* Minimum grade of C- in one of the following: ANTH 206, ANTH 207 or ANTH 208 and consent of the department.

**ANTH-399****Ecology Perspectives in Anthropology**

3 Credits (45:0:0 hours)

This course considers the question of human relationships to the environment as mediated through culture. To what extent and in what ways can we consider "nature" or "the environment" as socio-cultural constructions? Alternatively, to what extent and in what ways are cultures shaped by natural environments? Interdisciplinary in nature, this course brings together concerns about the production and use of knowledge regarding human social and cultural behaviour in specific environmental contexts.

*Prerequisites:* Minimum grade of C- in one of the following: ANTH 206, ANTH 207, ANTH 208 or ANTH 209.

**ANTH-410****Humans, Climate and Culture**

3 Credits (0:0:45 hours)

This course examines the role of climate in our species' evolutionary history and conversely, human influence upon climate. Theories about the role of climate in shaping social organization and social "complexity" are addressed in light of evidence from the prehistoric record. The prehistoric and historic record of human responses to and influences upon climate will further be examined through regional and local case studies. The course concludes with a review of sociocultural institutions and practices as they relate to climate; cultural perceptions of weather and climate; cultural responses to climate change; and finally, the consequences to cultures of climate change.

*Prerequisites:* Minimum grade of C- in one of the following: ANTH 206 or ANTH 207, or ANTH 209 or EASC 208.

**ANTH-411****Environmental Archaeology**

3 Credits (0:0:45 hours)

This course provides an overview of the techniques used in the analysis of past environments and the human interactions in these environments. Theories and methods are presented for reconstructing ancient ecosystems and assessing human transformation of these ecosystems. Case studies are used as examples.

*Prerequisites:* Minimum grade of C- in ANTH 206.

**ANTH-415****Anthropological Theory**

3 Credits (0:0:45 hours)

This course is an overview of key trends and paradigms in anthropological theory, from classical to contemporary approaches. Using a topical or thematic approach, we consider the contributions of a number of anthropological theorists. Through the application of theoretical perspectives to case studies and ethnographies, the distinctive and mutual relationship between theory, method, and ethnographic data in anthropology is emphasized.

*Prerequisites:* Minimum grade of C- in ANTH 207 or ANTH 208 and any 300-level Anthropology course.

**ANTH-420****Culture and Globalization**

3 Credits (0:0:45 hours)

Transnational movement of money, media images, information, and people have spawned intense debates about the “global” impact of commodities, ideas, and capital on cultural and biological diversity. This course provides an anthropological consideration of globalization and its relationship to culture, modernity, tradition, diaspora, nationalism, race, class, and gender. In particular, we “track” the movements and reconfigurations of capital(ism), commodities, communication, and people by focusing on ethnographic analyses of such circuits.

*Prerequisites:* Minimum grade of C- in ANTH 207 or ANTH 208 and a 300-level Anthropology course.

**ANTH-421****Language and Power**

3 Credits (0:0:45 hours)

While language indexes the power relationships within a society and naturalizes them, it is also critical in the formation of social groups and struggle for power and prestige. In analyzing uses of language in a wide range of social and political contexts, the course addresses issues which include the ways language, power, hegemony and political struggle are related; the effects of nationalism on language; the role of language as a means of creating social organization and hierarchy; the relationship between minority and majority languages and cultures; and the role of the media, popular culture and literacy in contemporary linguistic and social relations.

*Prerequisites:* Minimum grade of C- in ANTH 208 and in one 300-level anthropology course.

**ANTH-440****The Anthropology of Colonial Encounters**

3 Credits (0:0:45 hours)

This course examines the process of European contact and colonial expansion in the Americas and its long-term consequences from an anthropological perspective. Themes of the course include the historical motives involved in colonialism on the part of European and Indigenous peoples, the political and ecological effects upon cultures, and the role of colonialism in shaping the discipline of anthropology.

*Prerequisites:* Minimum grade of C- in one of ANTH 206 or ANTH 207 and one of ANTH 246, ANTH 250, ANTH 261 or ANTH 262.

**ANTH-481****History of Archaeological Theory**

3 Credits (0:0:45 hours)

This course provides in-depth analysis of the evolution of archaeological theory from early antiquarianism to current ideas and practices.

*Prerequisites:* Minimum grade of C- in either ANTH 206 or ANTH 209 and a 300-level anthropology course.

**ANTH-486****Archaeology of Death**

3 Credits (0:0:45 hours)

This course considers the role of mortuary evidence in facilitating understanding of past cultures. By examining numerous case studies, the course draws on a variety of anthropological and archaeological frameworks to explore how people treat their dead and what this can tell us about both the dead and the living.

*Prerequisites:* Minimum grade of C- in ANTH 206 or ANTH 209 and a 300-level Anthropology course

**ANTH-497****Topics in Anthropology**

3 Credits (0:0:45 hours)

This is a seminar course for students interested in advanced study of specialized areas of anthropology. This course is devoted to the detailed study of a single theme - particularly themes of contemporary relevance or debate - and it will rotate among the subfields in Anthropology.

*Prerequisites:* Minimum grade of C- in one of ANTH 206, ANTH 207, ANTH 208, or ANTH 209 and a minimum grade of C- in any 300-level Anthropology course.

**ANTH-498****Individual Study**

3 Credits (0:0:45 hours)

This individual study course provides senior students with an opportunity to explore a research topic in greater detail than is otherwise possible at the undergraduate level. The student works in consultation with and under the supervision of a member of the department with the requisite expertise. An individual study course includes directed reading and library research, and/or field or laboratory research followed by a public presentation of that research. Students may opt to execute research proposed through a prior independent study course and prepare a research paper to publication standards. *Prerequisites:* Consent of the department.

**ARTE-101****Art History I**

3 Credits (45:0:0 hours)

This course provides an introduction to the history of Western art and architecture from the prehistoric period to the end of the Early Renaissance. Relevant art historical methodologies are introduced, and selected works are examined within the framework of a contextual and formal analysis.

**ARTE-102****Art History II**

3 Credits (45:0:0 hours)

This course provides an introduction to the history of Western art and architecture from the Renaissance to the mid-nineteenth century. Relevant art historical methodologies are introduced, and selected works are examined within the framework of a contextual and formal analysis.

**ARTE-110****Drawing I**

4 Credits (30:60:0 hours)

In this course students are introduced to the elements and principles of drawing. Students develop foundational skill working with traditional mediums such as charcoal, graphite, ink wash and conté. Studies include achromatic value scales, perspective, gesture, contour and tonal descriptions. Additionally, students are challenged to innovate with new drawing media, marks and methods, and develop analytical skills to critique their work. Attendance at visiting artist lectures and art exhibitions outside of scheduled class hours may be required.

**ARTE-111****Design I**

5 Credits (30:90:0 hours)

This course provides an intensive introduction to the visual language: its theories and vocabulary. Students work with two dimensional form to study the structures and principles of composition, principles of illusionistic space, visual dynamics and colour theory. Mediums and materials include acrylic paint, photo collage and achromatic papers. The critique practice is introduced. Development of problem solving skills, communication skills and productive work habits are emphasized. Attendance at visiting artist lectures and art exhibitions outside of scheduled class hours may be required.

**ARTE-120****Drawing II**

4 Credits (30:60:0 hours)

This course further develops the principles in Drawing I. Sustained tonal drawing, life drawing, photocopy/laser copy technologies and drawing installation are introduced. Emphasis is on observational drawing skills and a broadening of the definition of "drawing". Students may be required to attend visiting artist lectures or art exhibitions outside of scheduled class hours.

*Prerequisites:* Minimum grade of C- in ARTE 110.

**ARTE-121****Design II**

4 Credits (30:60:0 hours)

This course provides an in-depth study of the visual language. Working primarily with paint on board, assignments are designed to stimulate analytical and creative thinking. Problem solving skills and productive work habits are emphasized. Attendance at visiting artist lectures and art exhibitions outside of scheduled class hours may be required.

*Prerequisites:* Minimum grade of C- in ARTE 111.

**ARTE-123****Sculpture I**

3 Credits (15:45:0 hours)

This is an introductory 3D studio-based course on the concepts, materials and techniques of traditional and contemporary sculpture. Students study various forms of 3-dimensional artwork that may include abstraction, the figure, mixed media and installation/new genres.

**ARTE-202****Art History III**

3 Credits (45:0:0 hours)

Beginning with the foundations of modernism in the mid-nineteenth century, this course examines the major movements in art, architecture, photography and design developed in Europe and North America up to the later part of the twentieth century. Relevant art historical methodologies are introduced, and selected works are examined within the framework of a contextual and formal analysis.

**ARTE-203****Contemporary Art Issues**

3 Credits (45:0:0 hours)

This course is designed to familiarize the student with art made from 1950 onwards. It deals with the various styles, media, issues and artists that make up the contemporary art scene. Students are actively involved in discussions and in the analysis of art, texts and ideas. They are required to research various topics and artists for both oral presentations and assigned essays. Students may be expected to attend some lectures and exhibitions outside of scheduled class time.

*Prerequisites:* Minimum grade of C- in ARTE 202. *Co-requisite:* ARTE 231.

**ARTE-230****Drawing III**

4 Credits (30:45:0 hours)

Drawing III provides an in-depth study of the subjects, mediums and techniques examined in Drawing II. Colour drawing media is introduced. Emphasis is on refining skills in observation and representation. Students may be required to attend visiting artist lectures and art exhibitions outside of scheduled class hours.

*Prerequisites:* Minimum grade of C- in ARTE 120 or consent of the program.

**ARTE-231****Painting**

8 Credits (60:120:0 hours)

In this course, students are introduced to broad concepts and methodologies of contemporary painting. Studio work is supplemented by critical research, lab and outdoor work, group critiques, and lectures/discussion related to recent and historical painting. Acrylic paint media, mixed media, digital grounds, and various substrates will be explored. Students are required to attend some off-site lectures and art exhibitions outside of scheduled class hours.

*Prerequisites:* Minimum Grade of C- in ARTE 121.

**ARTE-240****Drawing IV**

4 Credits (30:45:0 hours)

Drawing IV continues with the study of the concepts examined in Drawing III; however, emphasis is on the development of personal concepts and the exploration of innovative mediums and methods. Students may be required to attend visiting artist lectures and art exhibitions outside of scheduled class hours.

*Prerequisites:* Minimum grade of C- in ARTE 230.

**ARTE-241****Intermedia**

8 Credits (70:110:0 hours)

In this course, students work with various media as well as with new combinations of traditional materials. Within Intermedia, it is possible to explore virtually any type of media or material that serves to complete a concept: sculpture, installation, audio, video, photo works, performance art, outdoor practice, lens-based or digital technologies, digital video, and digital image manipulation. Students are required to attend some off-site lectures and art exhibitions outside of scheduled class hours.

*Prerequisites:* Minimum grade of C- in ARTE 203 and VCPH 100.

**ASTR-120****Astronomy of the Solar System**

3 Credits (45:0:0 hours)

Students examine the origin, evolution and nature of our solar system. The methods of astronomy and space science are discussed in terms of basic physical and mathematical principles, including the laws of gravity and orbital motion. Students become acquainted with the search for extrasolar planets and extraterrestrial life. Telescopes and other tools of astronomy are described, and students are given the opportunity to gain observing experience through simple observing exercises using telescopes. *Prerequisites:* Mathematics 30-1.

**ASTR-122****Astronomy of Stars and Galaxies**

3 Credits (45:0:0 hours)

Students examine the origin, evolution and nature of stars, galaxies, and the universe as a whole. The methods of astronomy are discussed based on simple physical and mathematical principles related to the nature of gravity and light, including parallax, the inverse square law, Stefan-Boltzmann law, Doppler shift, and the laws of Newton and Kepler. Students study the big bang theory and structure and formation of the universe. Students are given the opportunity to gain observing experience through simple observing exercises using telescopes. *Prerequisites:* Pure Math 30 and Physics 30.

**BCSC-100****Grammar and Composition Foundations**

3 Credits (45:0:0 hours)

In this course, students learn how to write with clarity and precision, and to communicate successfully with a variety of audiences. Building on an understanding of traditional grammar, students examine the relationship between language structures and the expression of an author's intentions. By studying various writers and genres, students learn to identify and manipulate sentence elements to produce clarity, drama, power and other rhetorical effects. They also consider how media, technology and culture are influencing language and writing in general and grammar in particular.

**BCSC-101****Communication and Human Interaction**

3 Credits (45:0:0 hours)

This course introduces students to basic concepts and principles of human communication and interaction. It includes an examination of processes of communication in three common communication settings: interpersonal relationships, group gatherings and public gatherings. Other topics to be covered include nonverbal communication, listening, and public speaking.

**BCSC-102****Introduction to Visual Communication**

3 Credits (45:0:0 hours)

In this course, students communicate using visuals. Evaluating historical and contemporary examples of visual communication, students assess the meaning and impact of visual design. Students identify elements of visual communication design and evaluate their effect on message creation and interpretation. They develop skill in the basic functions of key digital applications widely used today for creating and combining text, photos and graphics files. Students leave the course with the knowledge and digital skills needed to start collaborating on communication projects.

**BCSC-200****Communication Theory**

3 Credits (45:0:0 hours)

In this course, students survey major theoretical perspectives and foundational approaches to contemporary communication professions. Students engage in the "3As" of a critical thinker by practicing appreciation, analysis and application. Students examine historical and current political, social and economic contexts in the study of communication, including the contributions of Canadian thinkers. Theory is demystified and students develop an appreciation of the intellectual traditions in communication research through the study of key concepts, models and issues.

**BCSC-202****Online Communication and Information Architecture**

3 Credits (45:0:0 hours)

Online publication is changing the way journalists and communicators engage their audiences. From self-publication tools to social media, students examine and experience how communications professionals use various forms of online publication to achieve a wide variety of goals. The course connects traditional mass media to the practices and issues of emerging technologies and tools. Students are introduced to information architecture through user behaviours and site features.

*Prerequisites:* BCSC 102.

**BCSC-203****Introduction to Research Methods**

3 Credits (45:0:0 hours)

This course introduces quantitative and qualitative research methods including empirical research, ethnography, narrative analysis, phenomenology, and grounded theory within the context of communication research questions. Specifically, students learn to evaluate secondary sources, gather accurate and meaningful information from primary sources through methods such as surveys, and examine the concepts of reliability, validity, generalizability, and professional ethics. In a collaborative project, they interpret and report the data they gathered from primary sources.

*Prerequisites:* ENGL 102

**BCSC-210****Introduction to News Reporting**

3 Credits (45:0:0 hours)

This course introduces the practice of news reporting and the principles of writing a news story. Students focus on the reporter's core skills and abilities: story development and research, the interview, verifying facts, handling quotations and writing for publication in the variety of contemporary news media. The standards of accuracy, fairness, balance and journalistic responsibility are emphasized. Discussions include the role of the journalist as a purveyor of news and an arbiter of social issues, and the rapidly changing face of the news business.

*Prerequisites:* BCSC 100.

**BCSC-211****News Production Process**

3 Credits (45:0:0 hours)

This course examines the aesthetics and design principles of news production for both print, online and other publications. A central focus throughout the course is the ways in which new technologies are transforming news reporting and publishing and the opportunities and challenges arising from these new technologies. Working in a hands-on learning environment, students prepare stories for publication in a number of mediums, paying particular attention to how a story changes as it migrates to different platforms. The impact of clear writing, effective visual and multimedia elements will also be explored.

*Prerequisites:* BCSC 102 and BCSC 210.

**BCSC-215****Applied Communications**

3 Credits (45:0:0 hours)

In this course, students learn to use the tools and resources necessary to copyedit and proofread according to prescribed professional standards. Students learn to distinguish proofreading from copyediting, increase the speed and accuracy of their editing, and select and follow a style guide for a particular project. They also examine some of the larger issues in editing: authorial intention versus editorial responsibility, in-house versus freelance employment, copyright, professional conduct and ethics, and the importance of deadlines in the publishing process.

*Prerequisites:* BCSC 100.

**BCSC-216****Professional Communication**

3 Credits (45:0:0 hours)

Professional communication is a new and evolving field that considers information and the way it is created, distributed, managed and consumed. In this course, students learn and apply the theories of professional communication. They analyze information and develop strategies and techniques for internal and external communication. Considering print and oral formats but with a focus on digital formats, students plan, execute, and evaluate communication, then adapt their practice to meet dynamic and evolving organizational or institutional needs. Recent trends will be considered, contributing to students' understanding of the context of professional communication. Throughout, students explore what constitutes professionalism and ethical practice in the context of contemporary communications.

*Prerequisites:* BCSC 253.

**BCSC-221****Writing to be Heard**

3 Credits (45:0:0 hours)

In this course, students learn to write for the ear. They closely examine speeches and presentations for key messages and persuasive technique, then prepare and deliver a presentation or speech. Theories of writing and listening are applied as students determine communication objectives, write and rehearse a speech or presentation that engages, inspires and motivates an audience. By the end of this course, they offer constructive, critical analysis of the content and delivery of a speech or a presentation.

*Prerequisites:* Minimum grade of C- in BCSC 100.

**BCSC-223****Introduction to Screenwriting**

3 Credits (45:0:0 hours)

Students are introduced to writing for film, television and video productions. Screenwriting genres are examined and students work with essential elements of a screenplay such as theme, character, story structure, dramatic objectives, conflict and resolution, scene creation and sequencing, the relationship between audio and video elements, and screenplay formatting. Each student presents a key concept in screenwriting and script analysis, and students exchange feedback in a workshop simulation of the working environment of a story department in a production studio.

**BCSC-241****Introduction to Technical Communication**

3 Credits (45:0:0 hours)

This course introduces students to the many professional contexts in which technical communicators practise. By considering various elements of technical communication and communication theory, students learn and practise adapting specialized information for global audiences, and expert and non-expert audiences. Students also examine professional ethics required of technical communicators and the potential consequences of unethical practice.

*Prerequisites:* BCSC 200.

**BCSC-253****Classical and Modern Rhetoric**

3 Credits (45:0:0 hours)

Students use tools of persuasion to build arguments on a variety of topics. They learn to construct written arguments and arrange those arguments in effective and appropriate patterns. Looking at persuasive techniques going back to the Ancient Greeks, students search for and evaluate similar strategies in contemporary texts. By the end of this course, they understand the ethical, aesthetic and political dimensions of persuasion.

*Prerequisites:* Minimum grade of C- in BCSC 100.

**BCSC-260****Substantive and Structural Editing**

3 Credits (45:0:0 hours)

In this course, students examine the objectives and techniques of stylistic, substantive, and structural editing by working through large, complex projects. Throughout the course, students engage with editorial and rhetorical theory, refining their editorial skills and applying independent critical analysis to scenarios involving print and online publishing.

*Prerequisites:* BCSC 215 or PROW 135

**BCSC-282****Short Written Forms**

3 Credits (45:0:0 hours)

In this course, students expand their creativity and problem-solving skills to address writing and editing contexts requiring tightly written prose. They develop potent samples for a variety of audiences and purposes, relying on accurate and effective audience analysis, diction, structure, tone and form. Students learn to produce tight, effective prose that communicates in few words with great power.

*Prerequisites:* Minimum grade of C- in BCSC 100.

**BCSC-301****Communication Law**

3 Credits (45:0:0 hours)

Contemporary law and communication technologies have significantly affected how information gets to the public: how information is produced, paid for, presented and circulated. In this course, students examine the influence of media convergence on communication law and the effects of public policy on the development and use of technology and media. Although modern communication has no borders, this course emphasizes Canadian laws within a global context.

*Prerequisites:* BCSC 200.

**BCSC-302****Multimedia Authoring**

3 Credits (45:0:0 hours)

In today's rapidly changing media convergence environment, professional communicators are increasingly required to author texts in multiple forms for multiple audiences. Building on BCSC 202, this course emphasizes the authoring of texts for a variety of forms, audiences, channels, and purposes. Projects include work with visual, audio, and verbal content, drawing on communications fundamentals applied effectively and ethically across a global, multi-channel environment.

*Prerequisites:* Minimum grade of C- in BCSC 202.

**BCSC-306****Ethical Practice and Portfolio**

3 Credits (45:0:0 hours)

This course examines common ethical and practical considerations as students prepare to enter the workplace. Students reflect on the knowledge and skills they have gained in their classroom study and explore their readiness to work. They then apply their skills and interests to identify employment opportunities and develop employment materials. The ultimate goal of the course is to develop a portfolio to present to internship employers.

*Prerequisites:* BCSC 301.

**BCSC-310****Strategic Communication Planning**

3 Credits (45:0:0 hours)

In this course, students gain critical information, insights and skills in strategic communication research and planning. They learn to apply research and planning skills in solving communication issues or problems. They also learn how to apply S.O.P. (analyzing situation, organization, and the public) as part of the strategic communication planning process. Students gain practical experience in developing and crafting key messages as well as producing formal strategic communication plans that are vital to advancing organizational and institutional interests and goals.

*Prerequisites:* Minimum grade of C- in BCSC 203.

**BCSC-311****Online Journalism**

3 Credits (45:0:0 hours)

This course examines the production of knowledge within the field of online journalism. It builds on students' experience of creating online news in other courses and compares it with the challenges and realities of professional journalists around the world. Students examine the production processes in newsrooms and the evolving impact of technological developments on those processes such as verification of fact and inclusion of user-generated content. They examine the ideals and values of journalism and contrast them with actual journalistic practices, questioning whether those practices reinforce dominant cultural/social/political/economic influence.

*Prerequisites:* Minimum grade of C- in BCSC 210 and BCSC 211.

**BCSC-312****Multimedia News Production**

3 Credits (45:0:0 hours)

This course introduces students to the best practices and principles of multimedia news production. Students create interactive stories and engaging online news features under deadline and working in a convergent newsroom environment. They analyze online readership behaviours to design user-friendly multimedia news products. They also manage and deploy user-generated content.

*Prerequisites:* Minimum of C- in BCSC 311.

**BCSC-313****Advanced News Reporting**

3 Credits (45:0:0 hours)

Building on the fundamentals of news reporting, this course emphasizes thorough research, effective interviewing, and clear, concise writing as the foundation of good news production. Students confront increasingly challenging story assignments as they take their ideas from pitch to production for online or print media. The course will also emphasize new ways of multimedia storytelling and community engagement, using social media such as Twitter, Facebook and blogging. Journalistic ethical standards are examined in complex, real-world case studies.

*Prerequisites:* BCSC 210.

**BCSC-320****Canadian Press and Society**

3 Credits (45:0:0 hours)

This course focuses on the evolution and current state of media and journalism in Canada. Students explore how newspapers, magazines, radio and television developed. They also evaluate and analyze the influence of digitization and new media on journalism. The symbiotic relationship between media and society is analyzed as students examine themes such as investigative journalism, women and the media, First Peoples media, the influence of advertising and "infotainment".

*Prerequisites:* BCSC 200.

**BCSC-322****Interviewing Techniques**

3 Credits (45:0:0 hours)

In this course, students hone their interviewing skills and gain self-confidence through assignments of increasing complexity. Of central import is to instill in the student a sense of professionalism and proper interview etiquette. Topics include pre-interview planning and research, types of interviews, interview principles and techniques, choosing and attributing sources, and producing interviews for multimedia platforms. Legal and ethical responsibilities of a journalist are also covered.

*Prerequisites:* BCSC 210.

**BCSC-323****Photojournalism**

3 Credits (45:0:0 hours)

Journalism includes the special talents of photojournalism, telling the news story through compelling and meaning-filled images. This course focusses on the photojournalist's research into and interpretation of the news story, planning and taking of photographs. On completion of this course, students are able to engage a reader and arouse emotion as they combine the reporter's skill and photographic technique with creative effort to report the news through a journalistic lens.

*Prerequisites:* BCSC 210.

**BCSC-324****Arts and Culture Reporting**

3 Credits (45:0:0 hours)

Students prepare to be analysts of arts and culture presentations and focus on constructing authoritative and fair evaluative judgements. Students continue to deepen their journalistic competencies, including research methods, interview skills, and narrative writing. During this course, students are encouraged to expand their knowledge of and areas of interests in the arts and culture.

*Prerequisites:* Minimum grade of C- in BCSC 210.

**BCSC-325****Radio News and Documentaries**

3 Credits (45:0:0 hours)

This course explores narrative construction in a variety of radio story formats in news and current affairs, including documentary. Students examine sound theory, paying close attention to how sound constructs meaning for the listening audience. They develop competencies in professional and technical skills unique to the medium, including radio interviewing skills, broadcast writing conventions, audio recording and editing, voice delivery, news and radio show lineup, and podcasting practices.

*Prerequisites:* Minimum grade of C- in BCSC 210.

**BCSC-326****Rhetoric of Popular Culture**

3 Credits (45:0:0 hours)

Students critique popular culture as a form of rhetoric, deconstructing its arguments and their social and commercial effects. They apply rhetorical theory in major pop culture contexts and investigate the effects of current media and communications convergence on the forms and content of popular culture. The course contrasts pop culture derived from mainstream and alternative media, and examines hierarchies of cultural forms, assessing the significant of "high" and "low" culture. Ultimately, students develop the ability to overlay rhetorical principles onto pop culture media to create powerful tools for change and control.

*Prerequisites:* BCSC 253.

**BCSC-328****Documentary Screenwriting**

3 Credits (45:0:0 hours)

This course focuses on the theory and practice of writing documentary screenplays, and the history of this genre. Students examine historical and contemporary documentaries, emphasizing Canadian productions and their influence on the documentary form. Students also consider the ethical decisions requiring filmmakers to align their messages with information, fact and reality. A brief survey of treatments and functions of a documentary (such as training and education, political, social activist, and cultural and art-house films and videos) provides the foundation for a story idea and treatment, industry-standard outline and professional shooting script that students will develop in this course.

*Prerequisites:* BCSC 223

**BCSC-331****Corporate Narrative**

3 Credits (45:0:0 hours)

In this course, students examine the types of corporate "storytelling" with a strategic role and function in communications planning. This course focuses on the early stages of strategic process including research, goal setting, objectives and creative risk taking. As students examine organizational narrative and develop the ability to identify and capture memorable, innovative and effective stories, they will translate stories into design and media concepts, including audio/visual, multimedia, reports, newsletters, social media and presentations for the organization's audiences.

*Prerequisites:* BCSC 216.

**BCSC-332****Writing and Publishing Prose I**

3 Credits (45:0:0 hours)

Students develop knowledge of the theory and skills in the practice of writing prose for publication. In this course, students read and write widely in prose forms and genres. The emphasis is on literary forms, specifically fiction and creative nonfiction. Students develop the know-how to publish their work in recognized national and international publications.

*Prerequisites:* Minimum grade of B- in ENGL 103 and BCSC 100.



**BCSC-340****Technical Communication for Digital Applications**

3 Credits (45:0:0 hours)

In this course, students become familiar with software development processes and learn about technical communication documentation for custom digital applications and commercial software. Students determine the characteristics of successful documentation for digital applications, including procedural, tutorial, and reference materials for internal and external audiences, and online user assistance such as help, guided tours, and in-depth articles. They examine options in methodology, with an emphasis on task orientation, and discuss how the fast-changing and multi-platform nature of this field affects their tasks. Students replicate a full digital application documentation project cycle, organizing a development team, producing a documentation plan including user analysis, assessing the effectiveness of their documentation through usability tests, creating and presenting a prototype print version, and developing appropriate online user assistance functions.

*Prerequisites:* Minimum grade of C- in BCSC 241.

**BCSC-341****Literary Journalism**

3 Credits (45:0:0 hours)

Students delve into the art form of literary journalism, reading historical and contemporary examples as well as essays on the craft by contemporary practitioners. Through their readings, students recognize that the engine of literary journalism is the journey, which drives the process of research and informs the content and structure of the narrative. Students analyze the genre's definitive characteristics and practice its techniques, and as they do so, grapple with the ethical issues inherent to bringing traditional journalism and creative writing together. Students also examine the value and future of literary journalism in an age of the 24-hour news cycle and sound bites.

*Prerequisites:* Minimum grade of C- in BCSC 210 or BCSC 253.

**BCSC-342****Writing for Periodicals**

3 Credits (45:0:0 hours)

Whether in print or online, the editorial content of periodicals comprises various forms of articles. Students learn the forms and ingredients of articles written for newspapers, magazines, and newsletters in local, regional, and national contexts. Starting with editorial and readership analysis, students embark on the article-writing process: they shape topics into story ideas, identify appropriate primary sources, carry out interviews, and incorporate the formal elements of article writing into publishable copy. Students also consider the market for print and online periodicals in both a Canadian and a North American context, examine the effects of media ownership on magazine publishing, and, throughout the course, examine the ethical issues that arise in the periodical industry.

*Prerequisites:* Minimum grade of C- in BCSC 210 or BCSC 253.

**BCSC-343****Introducing Creative Nonfiction**

3 Credits (45:0:0 hours)

In creative nonfiction, writing the human experience meets art and truth. In this course, students examine the literary forms of creative nonfiction, including the personal essay, literary diaries, and memoir, and the sub-genres of creative nonfiction, including literary travel writing, nature writing, science writing, and cultural criticism. Students also look at current and emerging trends in the genre. By reading extensively and broadly, analyzing what they read with a particular focus on the theory and craft of writing creative nonfiction, students gain a broad understanding of what is sometimes known as the fourth genre.

*Prerequisites:* Minimum grade of B- in BCSC 332

**BCSC-352****The Media and the Message**

3 Credits (45:0:0 hours)

Students learn to serve as a bridge between an organization's messages and the demands of the media. First identifying issues that create positive and negative consequences for an organization, students then learn strategies to produce favourable media coverage. They create pitches and stories to attract print, television, radio and web interest resulting in local, national and international circulation. By the end of this course, they are able to coach corporate spokespeople and to maintain mutually beneficial partnerships with media.

*Prerequisites:* Minimum grade of C- in BCSC 100.

**BCSC-360****Magazine Editing**

3 Credits (45:0:0 hours)

Building on skills learned in previous editing courses, students have an opportunity to model professional practice in the planning, execution, and production of a magazine that will be published by the School of Communications. As members of an editorial board, they set editorial policy, calendars, plots, timelines, and costing; determine style guides, recurring elements, and publication standards; and manage external contractors, print production, and distribution. Throughout the course, students refine their abilities to apply their creative processes in a team setting and provide constructive criticism of their own and others' work.

*Prerequisites:* BCSC 260.

**BCSC-361****Book Editing**

3 Credits (45:0:0 hours)

In this course, students develop as editors by investigating the field of book editing. They consider the evolution of North American book culture and contrast it with that of other Western societies. Students analyze current issues in book editing as they examine the processes of publishing a book, from manuscript acquisition and development to purchase in a bookstore or on a website, with a focus on the Canadian publishing context. Throughout the course, they continue to improve their editing knowledge, judgment, and skills through readings, discussions, exercises, written assignments, and guest speakers.

*Prerequisites:* BCSC 260.

**BCSC-362****Print Culture Studies**

3 Credits (45:0:0 hours)

In this course, students survey the development of print-based communications and critically analyze the cultural context of newspapers, magazines, and books as material objects. Students examine the history of print technologies, the rise of a literate marketplace through mass education and the concomitant rise of professional writers to serve that audience, the structure of cultural classes, and the possible disappearance of print in a global society that is embracing digital media and encouraging communications convergence.

*Prerequisites:* BCSC 200.

**BCSC-398****Professional Field Placement**

3 Credits (0:0:160 hours)

Students gain work experience in tasks and assignments typical of an entry-level journalist or professional communicator. Under the guidance of a faculty supervisor, students apply the knowledge and skills they have acquired in their first three years of study to a work situation. The field placement is a crucial component of the program, integrating theory and practice and demonstrating the values and attitudes acquired through classroom study.

*Prerequisites:* BCSC 306.

**BCSC-400****Intercultural Communication**

3 Credits (45:0:0 hours)

This course is designed to examine the principles and processes of communicating from one culture to another. Students will identify and assess the major challenges presented by intercultural interactions both at home and abroad. These challenges include developing cultural awareness, cultural sensitivity, and intercultural communication competence. Students will apply what they have learned in developing strategies and skills to communicate effectively with people from other cultures, a capability that is critical in the increasingly culturally diverse workplace and globalized society.

*Prerequisites:* BCSC 200.

**BCSC-411****Advanced Research Methods**

3 Credits (45:0:0 hours)

In this course, students build on skills and knowledge acquired in the introductory research course and expand their applied knowledge of quantitative and qualitative research. The course covers at a senior level the principles and ethics of scientific inquiry, hypothesis construction, research design, data collection, sampling, interpretation of statistics, ethnographic research, and evaluation of results. Students collaboratively plan and deliver one group research project, as well as design and deliver one individual research project.

*Prerequisites:* Minimum grade of C- in BCSC 203.

**BCSC-415****Global Media Systems**

3 Credits (45:0:0 hours)

In this course, students survey media “systems” hailing from various countries. Such systems include business sectors, communication technologies, government policies, and ideologies. Particular attention is paid to Canadian institutional strategies and audience receptions, as these operate at global scales or within global contexts. Students analyze mutual influences between global media and related contemporary developments - from cultural trends and political events to economic and technological changes. Students direct special focus at tensions between globalization and national/local concerns, so as to determine how these interrelationships play out in today’s mass-media messaging and manoeuvring.

*Prerequisites:* BCSC 320.

**BCSC-417****Professional Practice**

3 Credits (45:0:0 hours)

Building on the field placement, this course invites students to explore and reflect on aspects of professional practice. Students apply critical analysis skills to develop self-awareness of their identities as professional communicators. They compare and contrast key aspects of professional identity with a focus on interpersonal effectiveness and examine theories of collaboration and principles of leadership. Finally, they examine an issue of professional practice and are encouraged to prepare their findings for presentation or publication.

*Prerequisites:* BCSC 398.

**BCSC-420****Beat Reporting**

3 Credits (45:0:0 hours)

Students examine the beat reporter’s role to cover an assigned area and produce accurate, balanced and fair stories of varying complexity. This course emphasizes a range of writing including hard news, features and columns. Blogging, which plays an integral role in beat coverage, is also emphasized. Students learn to recognize which of their journalistic tools are best to tell a story, and to use those tools to do so; this concept includes, but is not limited to, a traditional written story, video, audio or other multimedia presentations, live blogging or data visualization. Students explore the need to develop a network of sources while maintaining professionalism and independence.

*Prerequisites:* Minimum grade of C- in BCSC 313.

**BCSC-421****Advanced Online Journalism**

3 Credits (45:0:0 hours)

This course extends the student’s experience of news gathering, writing and production of stories and features published online. Students are engaged in critical discourse and they focus on ‘enterprise skills’ to meet the changing circumstances of online journalism. Students examine theoretical frameworks for technological innovation in the field of communication, and through teamwork, they propose solutions and innovations to the challenges of the contemporary newsroom.

*Prerequisites:* Minimum grade of C- in BCSC 311.

**BCSC-423****Broadcast News Current Affairs**

3 Credits (45:0:0 hours)

In this course students re-purpose their reporting skills to create visually compelling stories for a variety of platforms, including television news, public affairs programs and social media channels. Storytelling that incorporates video broadcast elements requires a dramatically different approach to reporting than a story in print. Critically examining the opportunities and limitations of the medium, particularly as a conveyer of social issues, students examine industry values, standards and assumptions implicit in decisions made concerning digital news content. They also gain familiarity with techniques of shooting, writing, editing and producing digital news for visual channels.

*Prerequisites:* BCSC 313.

**BCSC-424****Reporting on Canadian Politics**

3 Credits (45:0:0 hours)

This course offers a twofold approach to Canadian political reporting, focusing on both the processes and institutions of government and on journalistic methods to cover politics at all levels. Students learn how the Canadian government operates at the federal, provincial and municipal levels and discuss the role of political parties, elections and the electoral system, interest groups and legislative and executive branches of government. In examining the often symbiotic relationship between politicians and media, they analyze the ways in which governments and journalists interact to produce today's news. The role of the journalist as a democratic watchdog is emphasized. This course addresses the question of whether reporters can cover a political beat effectively, impartially and ethically. Students produce news reports and also consider new forms of political reporting such as blogging, which enable journalists to facilitate public discourse.

*Prerequisites:* Minimum grade of C- in BCSC 313.

**BCSC-425****Investigative Journalism**

3 Credits (45:0:0 hours)

Investigative journalism requires patience, resourcefulness, clear thinking, meticulous attention to detail and a dogged determination to uncover the truth. This course examines the importance of, and risks associated with, investigative reporting in democratic societies such as Canada. Students focus on how to start and sustain a prolonged investigation, investigative interviewing, researching public records, the pros and cons of anonymous sources and filing access to information requests.

*Prerequisites:* Minimum grade of C- in BCSC 313.

**BCSC-426****Advanced Seminar in Journalism**

3 Credits (45:0:0 hours)

This seminar engages students in an in-depth and focused study of a significant topic or issue in journalism. Course content varies each year depending on contemporary concerns and interest of faculty as well as students. The seminar topic is announced prior to enrolment. As an outcome of the course, students are able to demonstrate application of practical and/or theoretical knowledge of the field through a project or a research paper. This course will be especially helpful to senior students wishing to pursue graduate studies.

*Prerequisites:* Minimum of C-in two of the following: BCSC 312, BCSC 313, BCSC 320, BCSC 322, BCSC 323, BCSC 324, BCSC 423, BCSC 415, BCSC 425.

**BCSC-431****Advanced Seminar in Strategic Communication**

3 Credits (45:0:0 hours)

This seminar engages students in an in-depth and focused study of a significant topic or issue in strategic communication. Course content varies each year depending on contemporary concerns and interest of faculty as well as students. The seminar topic is announced prior to enrolment. As an outcome of the course, students are able to demonstrate application of practical and theoretical knowledge of the field through a project or research paper. This course is especially helpful to senior students wishing to pursue graduate studies.

**BCSC-440****Technical Communication: Safety Standards and Policies**

3 Credits (45:0:0 hours)

In this course, students survey industries that rely heavily on safety documentation, and consider the role of policies, practices, and procedures in creating a safety culture. They analyze safety processes and documentation and discuss the role of the three levels of safety controls to mitigate hazards. Students consider ethics and track the evolution of safety in industry. They review the safety- and engineering-related laws and standards in Canadian and international jurisdictions and determine how to locate pertinent safety regulations and standards for a specific topic. They assess methods for creating or revising documentation for safe work policies, practices, and procedures; safety orientations and training; emergency preparedness and response; quality assurance and control; and securing certificates of recognition from certifying safety partnerships.

*Prerequisites:* Minimum grade of C- in BCSC 340.

**BCSC-441****Technical Communication for Policy Writing**

3 Credits (45:0:0 hours)

Policies act as the rudder steering the people and processes of organizations and government agencies toward their stated goals. Technical communication can be the key to ensuring that these documents are clear and effective and encourage compliance. Students in this course describe the differences among policies, practices, and procedures and identify the characteristics of written goals that are implementable and measurable. They look at the legislation and regulations often related to policies, and address the effect of globalization on policy writing. Through critical analysis of samples of policies and human resource handbooks, students learn to anticipate potential consequences of policy wording, including the impact on organization culture. They also identify the role of policies and goals in defining responsibilities, coping with organizational change, and treating sensitive issues in human resources.

*Prerequisites:* Minimum grade of C- in BCSC 340.

**BCSC-452****Advanced Seminar in Technical Communication**

3 Credits (45:0:0 hours)

This seminar engages students in an in-depth and focused study of a significant topic or issue in technical communication. Course content varies each year depending on contemporary concerns and interest of faculty as well as students. The seminar topic is announced prior to enrolment. As an outcome of the course, students are able to demonstrate application of practical and/or theoretical knowledge of the field through a project or research paper. This course is especially helpful to senior students wishing to pursue graduate studies.

*Prerequisites:* Minimum grade of C- in two of the following: BCSC 340, BCSC 440, BCSC 441, BCSC 411.

**BCSC-461****Publication Editing and Management**

3 Credits (45:0:0 hours)

This course examines production processes, which are the hub of publishing activity. The work of editors, designers, marketers and managers intersects in production, and the focus of this course is on production at a time of transition as publishers weigh print and electronic options. Students develop their creativity and problem-solving skills as they prepare specifications, source suppliers, compile costing sheets, buy print, develop schedules, and evaluate quality. They benefit from interacting with industry materials, technologies, and experts in the classroom and on field trips.

**BCSC-462****Advanced Seminar in Editing and Publishing**

3 Credits (45:0:0 hours)

This seminar engages students in an in-depth and focused study of a significant topic or issue in editing and publishing. Course content varies each year depending on contemporary concerns and interest of faculty as well as students. The seminar topic is announced prior to enrolment. As an outcome of the course, students are able to demonstrate application of practical and theoretical knowledge of the field through a project or research paper. This course is especially helpful to senior students wishing to pursue graduate studies.

*Prerequisites:* Minimum grade of C- in at least two of the following courses: BCSC 260, BCSC 360, BCSC 361, BCSC 362, BCSC 461.

**BICM-200****Introductory Biochemistry**

3 Credits (45:0:0 hours)

Biochemistry is the study of the chemistry of life. This course introduces students to the complexities of the cellular environment and its impact on the chemical reactions that occur in the cell. Structural and functional aspects of proteins (both enzymatic and non-enzymatic) and nucleic acids are examined. The course also introduces intermediary metabolism, focusing on carbohydrate metabolism. Emphasis is on free energy changes associated with these processes, their regulation, and integration. **Note:** This course cannot be taken for credit if credit has already been obtained in BICM 203 or BICM 205.

*Prerequisites:* Minimum grade of C- in BIOL 107 and CHEM 101 and CHEM 261.

**BICM-320****Structure and Function of Biomolecules**

3 Credits (45:0:0 hours)

This course illustrates the relationship between structure and function in biological molecules. The structure of proteins is discussed with selected examples to illustrate protein function. Mechanisms of enzymatic catalysis are presented with an emphasis on kinetics and regulatory mechanisms. Structural and functional aspects of carbohydrates and lipids are presented, with reference to glycobiology, biological membranes and mechanisms of transport. Experimental methods used to study proteins, carbohydrates and lipids are introduced.

*Prerequisites:* Minimum grade of C- in BICM 200 and CHEM 102 and in CHEM 263.

**BICM-330****Nucleic Acid Chemistry and Molecular Biology**

3 Credits (45:0:0 hours)

This course provides a comprehensive introduction to the biochemistry of nucleic acids. The structure, function and metabolism of nucleotides are considered. Nucleic acids and chromosomes are examined at their structural level. The molecular mechanisms of both DNA and RNA metabolism are discussed with particular attention to replication, DNA repair, recombination, transcription, reverse transcription, translation, and protein targeting. Emphasis will be placed on the integration and regulation of these processes. **Note:** This course cannot be taken for credit if credit has already been obtained for BICM 205.

*Prerequisites:* Minimum grade of C- in BICM 200 and CHEM 102 and in either CHEM 163 or CHEM 263.

**BIOL-020****Biology 20**

5 Credits (90:0:0 hours)

Biology 20 is equivalent to Alberta Learning's Biology 20. The course deals with major concepts of systems, equilibrium, energy and matter. The major topics include cell dynamics, cellular pathways, the biosphere, cellular matter and energy flow, matter and energy exchange in ecosystems, and matter and energy exchange by the human organism. *Prerequisites:* SCIE 010 or equivalent.

**BIOL-030****Biology 30**

5 Credits (90:0:0 hours)

Biology 30 is equivalent to Alberta Learning's Biology 30. The course concentrates on many aspects of the human body - its function and maintenance. The major topics include the nervous system, hormones and controls, reproduction and human development, cell division and classical genetics, heredity and molecular genetics, population dynamics and populations and communities. *Prerequisites:* BIOL 20 or equivalent or consent of the department.

**BIOL-101****Biology of Human Concern**

3 Credits (45:0:0 hours)

This course enables students to study and discuss various topics in biology that are of current concern. Topics may include, but not be limited to: scientific method and critical thinking, genetics, biotechnology, cancer, immunology, and human infectious diseases.

**BIOL-102****Nutrition and the Body**

3 Credits (45:0:0 hours)

This course is designed to develop both content knowledge and critical thinking in basic nutrition. Physiological processes and how these are affected by various nutrients are considered. Possible topics include energy balance (weight loss and gain), the influence of nutrition on chronic disease and physical fitness.

**BIOL-103****Humans and Their Environment**

3 Credits (45:0:0 hours)

This course provides a general overview of global and local environmental problems which have accompanied the evolution of the human species and identifies the principal areas in which critical decisions are now required if humanity is to survive. Detailed case studies on a number of specific environmental topics comparing Canada (a developed country) with a developing country are presented. **Note:** This course is intended for students that will not be majoring in ecology or environmental science.

**BIOL-107****Introduction to Cell Biology**

3 Credits (45:36:0 hours)

The smallest unit of life is the cell. This course provides an introduction to the biology of the cell. Major topics include the chemical composition of cells, characterization of prokaryotic and eukaryotic cells at both a structural and functional level, and energy transfer within the cell. The evidence leading to the elucidation of DNA as the genetic material is examined as are the processes which govern the flow of genetic information in the cell. **Note:** BIOL 107 and BIOL 108 may be taken in either order. *Prerequisites:* Biology 30 and Chemistry 30.

**BIOL-108****Organisms in Their Environment**

3 Credits (45:36:0 hours)

From the origin of life on earth through the evolution of prokaryotic and eukaryotic organisms this course examines the diversity of life on earth. Using a phyletic approach to classification, the major taxonomic groups of organisms are introduced. These include prokaryotes, numerous protists, plants, fungi, and animals. Features that adapt these organisms to their environment are emphasized using Darwinian evolution as the underlying principle. **Note:** BIOL 108 and BIOL 107 may be taken in either order. *Prerequisites:* Biology 30.

**BIOL-201****Eukaryotic Cellular Biology I**

3 Credits (45:0:0 hours)

This course provides an overview of the eukaryotic cell with a detailed dissection of selected aspects at the structural and functional levels. Emphasis is on protein targeting and transport within endomembrane and non-endomembrane systems, endocytotic and exocytotic pathways, cellular signaling pathways, biological membranes, and the cytoskeleton. Primary and review literature is used to elucidate cellular processes and advances in cell biology. *Prerequisites:* Minimum grade of C- in BIOL 107 and in any 100-level CHEM.

**BIOL-205****Principles of Molecular Biology**

3 Credits (45:36:0 hours)

This course provides an introduction to the molecular mechanisms for the propagation and expression of the genome in both prokaryotic and eukaryotic systems. The application of modern molecular biological techniques to the study of gene structure, function and regulation are discussed. Basic techniques in molecular biology are introduced in the laboratory. *Prerequisites:* Minimum grade of C- in BIOL 107.

**BIOL-207****Principles of Genetics**

3 Credits (45:36:0 hours)

This course provides an introduction to the fundamental principles of inheritance through an examination of transmission, distribution, arrangement, and alteration of genetic information. Topics include the structure of the genetic material, mutational processes, Mendelian inheritance, extensions to Mendelian inheritance, genetic linkage and linkage mapping, recombination and changes in chromosome structure. The emphasis throughout is on application of concepts to solve problems. *Prerequisites:* Minimum grade of C- BIOL 107.

**BIOL-208****Principles of Ecology**

3 Credits (45:36:0 hours)

Ecology is the study of the interactions between organisms and their environment. These include interactions at the individual, population, community, and ecosystem levels. Topics presented include: abiotic and biotic factors that form an organism's environment, models of population growth and factors controlling growth, competition and predator-prey interactions in communities, energy flow and nutrient cycling in ecosystems. Laboratories emphasize collection, analysis, interpretation, and communication of ecological data. *Prerequisites:* Minimum grade of C- in BIOL 108.

**BIOL-211****Introduction to Microbiology**

3 Credits (45:36:0 hours)

This course deals with the cell structure and physiology of microorganisms. Major topic areas include the structural and functional characterization of microbial groups, the metabolic diversity of microbes, factors affecting microbial growth, and environmental sensing and response of microbes. Throughout the course, examples of economically and medically important applications of microbes are used to illustrate major concepts. Laboratory exercises introduce students to common microbiological techniques used in environmental microbiology, molecular microbiology, and microbial biotechnology. *Prerequisites:* Minimum grade of C- in BIOL 207 and in any 100-level CHEM course.

**BIOL-300****Eukaryotic Cellular Biology II**

3 Credits (45:36:0 hours)

This course is a continuation of the structural and functional analysis of eukaryotic cells initiated in Biology 201. Emphasis is on understanding and applying the tools and techniques used by cell biologists to investigate cellular processes at both theoretical and practical levels. Regulation of the cell cycle, tissue formation and intercellular junctions, cellular differentiation and death, and cancer mechanisms are discussed. **Note:** The prerequisites will be changing as of the 2014-15 academic year to BIOL 201 and BIOL 205. *Prerequisites:* Minimum grade of C- in BIOL 201 and BICM 200.

**BIOL-310****Freshwater Ecology**

3 Credits (45:36:0 hours)

This course examines the adaptations and ecological roles of bacteria, fungi, plants, protists, and animals that inhabit streams, rivers, ponds, and lakes. Abiotic and biotic interactions that contribute to freshwater ecology are discussed. Discussions will emphasize, but not be limited to, Alberta environments. The laboratory exposes students to a number of empirical techniques commonly used in studying and measuring ecological processes in aquatic systems.

*Prerequisites:* Minimum grade of C- in BIOL 208.

**BIOL-312****Terrestrial Ecology**

3 Credits (45:36:0 hours)

This course examines the abiotic and biotic interactions that contribute to the structure and functioning of terrestrial ecosystems and landscapes. Principles of ecosystem and landscape ecology will be discussed. Topics include: soils, energy and nutrient cycling, plant productivity, climate patterns and impacts, and causes and consequences of landscape structure. Discussions will emphasize, but not be limited to, Alberta environments. The laboratory focuses on a range of techniques used in studying and measuring ecological processes in terrestrial systems, and the critical evaluation, analysis and effective communication of ecological information.

*Prerequisites:* Minimum grade of C- in BIOL 208.

**BIOL-313****Animal Developmental Biology**

3 Credits (45:36:0 hours)

Students explore how molecular and cellular mechanisms work together to drive the development of vertebrate and invertebrate animals. Discussion topics include gene regulation and expression related to ontogeny. The laboratory focuses on quantifying these mechanisms and explores animal models of development. **Note:** The prerequisites will be changing as of the 2014-15 academic year to BIOL 201 and BIOL 205.

*Prerequisites:* Minimum grade of C- in BIOL 108 and BIOL 207.

**BIOL-314****Population Ecology**

3 Credits (45:36:0 hours)

This course offers an in depth examination of the central principles of population ecology and current practical applications in species conservation and management. Topics include population demographics and dynamics; population structure; life history strategies; interspecific interactions; and applications to species harvesting, control, conservation and recovery. The laboratory focuses on quantitative field, lab and computer simulation techniques commonly used to estimate and model population parameters and dynamics.

*Prerequisites:* Minimum grade of C- in BIOL 208 and in any one of MATH 113, MATH 114, MATH 120, or MATH 125.

**BIOL-315****History of Biology**

3 Credits (45:0:13 hours)

This course traces the scientific foundations of biological discovery from the ancient Greeks to the present. The course presents the origins and evolution of modern concepts in biology and will introduce students to the people that were largely responsible for these ideas. The course involves a major written component involving critical evaluation of biological literature, an oral presentation and peer work. Students are expected to actively participate in class discussions.

*Prerequisites:* Minimum grade of C- in any 200-level Biological Sciences course. Co-requisites: Any 300-level Biological Sciences course.

**BIOL-321****Mechanisms of Evolution**

3 Credits (45:0:0 hours)

This course introduces the major principles of biological evolution including micro and macroevolutionary processes. Students gain a basic understanding of population genetics, variation, natural selection, adaptation, coevolution, speciation, and extinction.

*Prerequisites:* Minimum grade of C- in BIOL 108 and BIOL 207.

**BIOL-337****Biostatistics and Research Design**

3 Credits (45:36:0 hours)

This course introduces students to the methods and steps used in biological experimental design, data collection, organization, analysis, and presentation of biological data. Evaluation of different sampling designs and the benefits and limitations of various data types for testing biological hypotheses are discussed. A wide variety of statistical tests are compared and contrasted. Laboratory activities illustrate how database, spreadsheets, and statistical software are used in data analysis.

*Prerequisites:* Minimum grade of C- in any 200-level Biological Sciences course and STAT 151.

**BIOL-361****Marine Biology**

3 Credits (45:36:0 hours)

This course provides an introduction to the adaptations of organisms that live in various marine habitats. The essential physical features of the marine environment are considered as well as overviews of the diversity of marine prokaryotes, protists, plants, and animals. The community ecology of marine organisms and the threats to and human impacts on oceans are discussed. The laboratory emphasizes the identification of a variety of marine organisms and includes an optional field trip to a coastal area. **Note:** ZOOL 250 is strongly recommended.

*Prerequisites:* Minimum grade of C- in BIOL 208.

**BIOL-365****Tropical Rainforest Ecology**

3 Credits (20:70:0 hours)

This course provides an introduction to the biodiversity and ecology of organisms found in the world's most biologically rich ecosystem, the tropical rainforest. The physical and biotic forces that contribute to this incredible diversity are investigated, and the most serious threats to the conservation of the tropical rainforest ecosystem are explored. The course includes a field trip to the Tiputini Biodiversity Station in the lowland rainforest of eastern Ecuador, a visit to a high-elevation cloud forest in the Andes, and travel to other biological and cultural sites in Ecuador.

*Prerequisites:* Minimum grade of C- in BIOL 208 and consent of the department.

**BIOL-367****Conservation Biology**

3 Credits (45:0:0 hours)

This course introduces the principles of conservation biology with an emphasis on ecological processes operating at population, community, and ecosystem levels of organization. Threats to biological diversity, ranging from species introductions to habitat destruction will be discussed along with conservation solutions ranging from the design of protected areas through conservation legislation. The course involves a major oral presentation and peer work. Students are expected to actively participate in class discussions.

*Prerequisites:* Minimum grade of C- in BIOL 208.

**BIOL-371****Animal Behaviour**

3 Credits (45:36:0 hours)

This course provides students with a biological and ecological approach to the general question of "how and why animals behave as they do." The primary focus is on the biological and evolutionary processes that shape behaviour in general. An additional important objective is to clearly differentiate between proximate and ultimate explanations of behaviour.

*Prerequisites:* Minimum grade of C- in BIOL 208 or in PSYC 373 with consent of the department.

**BIOL-385****Wildlife Forensics**

3 Credits (45:36:0 hours)

This course examines the use of molecular biology and other biological techniques in wildlife forensics. Genetic markers and the technologies employed to characterize them are discussed. Emphasis is on the questions, as they pertain to wildlife management that can be addressed through the application of DNA-based and other biological methods. Extensive use is made of scientific literature to illustrate specific examples of the value and usefulness of wildlife forensics in wildlife conservation and management.

*Prerequisites:* Minimum grade of C- in BIOL 207 and ZOOL 225.

**BIOL-410****Techniques in Field Ecology**

3 Credits (0:90:0 hours)

This course exposes students to the opportunities, advantages, and challenges of collecting biological information in the field, rather than in a laboratory setting. Students use commonly employed techniques and methods used to study organisms in aquatic and terrestrial settings. Students are expected to collect, analyze, and present field data.

*Prerequisites:* Minimum grade of C- in BIOL 337 and BIOL 310 or BIOL 312.

**BIOL-492****Field Placement**

3 Credits (0:0:45 hours)

This course offers students experience in a biological laboratory and/or a field setting. Supervised by a cooperating agency, organization, or institution, in conjunction with a faculty member, students will apply their knowledge and skills to practical assignments in a specific area of biological sciences. **Note:** This course is intended for students in the final year of their degree. Enrolment is dependent on the availability of appropriate field placements. This course may be taken up to two times.

*Prerequisites:* Minimum grade of B- in a 300- level Biological Sciences course relevant to the field placement.

**BIOL-495****Special Topics**

3 Credits (0:0:45 hours)

This course involves reading, discussing and critically evaluating current research on specialized topics of interest to senior students in Biological Sciences. Topics covered vary with the interests of students and faculty. Students should consult with faculty members in the Department of Biological Sciences for details regarding current offerings. **Note:** This course is intended for students in the final year of their degree. This course may be taken up to two times.

*Prerequisites:* Minimum grade of B- in 300-level Biological Sciences relevant to the special topic.

**BIOL-498****Independent Research**

3 Credits (0:72:0 hours)

In this course, students plan, conduct, and communicate the results of an independent research project in Biological Sciences under the direction of a faculty supervisor. Enrolment will be contingent on the student having made prior arrangements with a faculty member willing to supervise the research. **Note:** This course is intended for students in the final year of their degree. This course may be taken up to two times.

*Prerequisites:* Minimum grade of B- in 300-level Biological Sciences relevant to the proposed research

**BOTN-205****Fundamentals of Plant Biology**

3 Credits (45:36:0 hours)

This course is an overview of the biodiversity of organisms in the Plant Kingdom (bryophytes, seedless vascular plants, gymnosperms and angiosperms). The course examines plant development and anatomy with a focus on vascular plants. Emphasis throughout the course is on the relationship between form and functional adaptations. Relationships between and among plants and other types of organisms including fungi are examined. Additional areas of plant research are introduced.

*Prerequisites:* Minimum grade of C- in BIOL 108.

**BUSN-200****Fundamentals of Business**

3 Credits (45:0:0 hours)

This course is an overview of the functional areas of business, such as marketing, operations, accounting, finance, information technology and general management. Topics include small business management, ethics, government and international business. Students prepare and present a basic group business plan. Restricted to students in MacEwan University's Public Relations program and the Human Resources Management program. Chair approval is required for any other student.

**BUSN-201****Introduction to Canadian Business**

3 Credits (45:0:0 hours)

This is an interdisciplinary course, based on the premise that managerial decision-making requires an understanding of business as well as related fields in the humanities and the social sciences. The course covers three major themes: innovation and entrepreneurship, complex interactions/complex organizations and the national/international business environment. Restricted to Bachelor of Commerce, Asia Pacific Management, Bachelor of Arts and Business Studies minor students. *Prerequisite or Co-requisite:* ECON 101.

**BUSN-210****Special Topics in Business**

3 Credits (0:0:45 hours)

Students explore a designated topic in Business Studies, allowing them an opportunity to reflect and present findings on an activity or project in which they have undertaken within the School of Business. A contract between the student(s) and the instructor outlines the objectives, process and criteria for evaluation. Chair approval is required for enrolment. This course is only open to students in the School of Business who have completed at least 30 credits.

**BUSN-330****Project Management**

3 Credits (45:0:0 hours)

Students learn the theory and practice of project management through the phases of initiating, planning, executing, monitoring and controlling, and closing. Students examine how the project management knowledge areas (scope, time, cost, quality, human resources, communications, risk, procurement, and integration) have an impact on projects. Students consider the complexities of international projects and analyze the Project Management Institute's (PMI) Member Code of Ethics and Standards of Conduct. They apply their project management skills in a group project.

*Prerequisites:* BUSN 201.

**BUSN-401****New Venture Financing and Creation**

3 Credits (45:0:0 hours)

Students acquire the basic knowledge required to plan, start and finance a new business venture. Students learn how to transform a business idea into a business proposal by designing a business plan that addresses key questions such as: identifying business opportunities, valuing a business proposal with emphasis on the venture capital method, mobilizing resources through estimating financial needs; and finally, raising new capital. Additional topics include the dynamics of the venture capital industry; angel capitalists and their importance in promoting the creation of new firms; and corporate entrepreneurship.

*Prerequisites:* FNCE 301, ACCT 322, LEGL 210. *Prerequisite or Co-requisite:* LEGL 210.

**BUSN-450****Strategic Management**

3 Credits (45:0:0 hours)

This is an inter-disciplinary course within the Bachelor of Commerce Degree. Through review of scholarly journals and analysis of case study, students integrate prerequisite learning during the formulation and implementation of strategy within a variety of contexts. In addition, students research, analyze, evaluate and develop models to explain the purpose of the firm, the effect of social and environmental externalities, and information system support for strategy including the design and implementation of performance metric systems. This course is intended to be taken in the final year of the Bachelor of Commerce program.

*Prerequisites:* ACCT 322, FNCE 301, MARK 301, ORGA 316 and MGTS 352.

**CHEM-020****Chemistry 20**

5 Credits (90:0:0 hours)

The material covered in this course is equivalent to Alberta Learning's Chemistry 20. Topics include matter as solutions (acids, bases and gases), quantitative relationships in chemical changes, chemical bonding in matter and the diversity of matter (organic chemistry).

*Prerequisites:* Science 10 or equivalent

**CHEM-030****Chemistry 30**

5 Credits (90:0:0 hours)

The material covered in this course is equivalent to Alberta Learning's Chemistry 30. Topics include basic concepts of chemistry, atoms, molecules and ions, stoichiometry, oxidation/ reduction reactions, electrochemistry, acids and bases, chemical energetics, nuclear chemistry and chemical kinetics. *Prerequisites:* Chemistry 20 or equivalent.



**CHEM-101****Introductory University Chemistry I**

3 Credits (60:36:0 hours)

This course serves as a foundation for all subsequent chemistry courses. Atomic properties as they relate to the periodic table are considered, along with quantum mechanics for hydrogen-like orbitals and electron configurations. The course provides an introduction to bonding theories as they apply to the stability, molecular geometry and intermolecular interactions of atomic, ionic and molecular species. Topics include chemical nomenclature, stoichiometry, classification of chemical reactivity, gases (both ideal and real) and chemical kinetics. **Note:** Credit may be obtained in only one of CHEM 101 or CHME 103. *Prerequisites:* Chemistry 30.

**CHEM-102****Introductory University Chemistry II**

3 Credits (60:36:0 hours)

This course emphasizes the importance of chemical equilibrium as it applies to gases, acids and bases, solubility and precipitation reactions and complex ion formation. Also studied are thermochemistry (heat, work, enthalpy and internal energy), thermodynamics (spontaneity, entropy, free energy), and electrochemistry (balancing redox reactions, calculating standard and non-standard cell potentials), with emphasis on some practical applications related to batteries, corrosion and industrial processes. A special topic, selected by the instructor, is covered if time permits. **Note:** Credit may only be obtained in one of CHEM 102 or CHME 105.

*Prerequisites:* Minimum grade of C- in CHEM 101.

**CHEM-211****Analytical Chemistry I**

3 Credits (45:48:0 hours)

This course surveys the principles, methods, and experimental applications of classical analytical chemistry, emphasizing solution phase equilibria, titrimetry, volumetric laboratory skills, and the evaluation of experimental data. This course includes examples of organic and inorganic analysis.

*Prerequisites:* Minimum grade of C- in CHEM 102 or CHME 105.

**CHEM-213****Analytical Chemistry II**

3 Credits (45:48:0 hours)

This course emphasizes the principles, methods, and experimental applications of separation techniques, atomic and molecular spectrometry, electrochemistry, and evaluation of experimental data. It also includes examples of organic and inorganic analysis and use of the analytical chemistry literature.

*Prerequisites:* Minimum grade of C- in CHEM 211

**CHEM-241****Biophysical Chemistry**

3 Credits (45:36:0 hours)

This course applies the fundamentals of physical chemistry to the life sciences. The course centres on the principles and methods employed: (i) to perform the material and energy balances in biophysical and biochemical processes, and (ii) to determine the general conditions that govern the self-organization of matter in the steady state and that contribute to maintain homeostasis. This course provides the framework for understanding the bulk properties and transitions of pure matter and its mixtures; phenomena at the surface; transformations and transactions of matter and energy, storage of electric charge; systems' response to change in external and internal conditions; as well as physical, chemical and electrochemical equilibria. **Note:** Completion of BIOL 107 prior to taking CHEM 241 is recommended.

*Prerequisites:* Minimum grade of C- in CHEM 102 and in one of MATH 113 or MATH 114.

**CHEM-252****Introductory Forensic Science**

3 Credits (45:18:0 hours)

This course provides an introduction to forensic science and crime scene investigation. The course begins with an overview of the crime-scene-to-court chain, and a discussion of the structure of forensic services in Canada, the roles of key personnel and the legal context in which forensic science is conducted. The key principles of crime scene processing are introduced, with emphasis on the collection and preservation of physical evidence, and the continuity and integrity of exhibits. The main focus of the course, however, is forensic science in the laboratory, and the crucial role this plays in crime investigation. The types of sample materials typically submitted for forensic analysis are discussed, with particular emphasis on fingerprints, questioned documents, trace-contact evidence, DNA, bloodstain patterns, seized drugs and fire accelerants. Each type of evidence is considered in terms of the information it can and cannot provide and the methods analysis used along with their scopes and limitations, with reference to appropriate examples and forensic case studies. Other issues considered include laboratory quality control, and the processing, evaluation, interpretation and reporting of laboratory results. Students will also gain hands-on experience of the use of a range of analytical techniques in the laboratory, in the investigation of simulated crime scenarios.

*Prerequisites:* Minimum grade of C- in CHEM 101 or BIOL 107.

**CHEM-261****Organic Chemistry I**

3 Credits (45:36:0 hours)

This course covers the molecular structure and reactivity of organic compounds based on their functional groups and is intended for students who have obtained at least three credits in Introductory University Chemistry. The course provides an introduction to nomenclature, three dimensional structure and physical properties of organic compounds as well as reaction mechanisms and infrared spectroscopy. Although most organic functional groups are discussed, the focus is on the chemistry of alkanes, alkenes, alkynes and alkyl halides. Mechanisms of nucleophilic substitution and elimination reactions of alkyl halides are discussed. **Note:** Credit can only be obtained in one of CHEM 161 or CHEM 164 or CHEM 261.

*Prerequisites:* Minimum grade of C- in CHEM 101 or in CHME 103, or greater than 90 per cent in Chemistry 30.

**CHEM-263****Organic Chemistry II**

3 Credits (45:36:0 hours)

The nomenclature, structure, physical properties, synthesis and selected reactions of the basic functional groups in organic chemistry are discussed. Functional groups covered include alkenes, alkynes, aromatic compounds, alcohols, phenols, ethers, aldehydes, ketones, amines, carboxylic acids and carboxylic acid derivatives. The presence of these functional groups in natural products is emphasized. The application of spectroscopic methods for structure determination in simple organic molecules is discussed.

*Prerequisites:* Minimum grade of C- in CHEM 164 or CHEM 261.

**CHEM-270****Environmental Chemistry**

3 Credits (45:36:0 hours)

In this course, methods used to identify and quantitatively determine the levels of pollutants in different environmental matrices will be described. Appropriate sampling methods, sample preparation and analysis using various classical and instrumental analytical techniques will be studied. In addition, important environmental issues facing our modern society, including climate change, the loss of the ozone layer and the end of fossil fuels are discussed.

*Prerequisites:* Minimum grade of C- in CHEM 102.

**CHEM-291****Applied Spectroscopy**

3 Credits (45:48:0 hours)

This course focuses on the practical aspects of preparing samples for analysis, collecting and analyzing data, and characterizing organic, inorganic and biological compounds. Methods are explored from a theoretical and practical perspective and include X-ray crystallography, ultraviolet-visible spectroscopy, infrared spectroscopy, mass spectrometry, and nuclear magnetic resonance.

*Prerequisites:* Minimum grade of C- in CHEM 231 or CHEM 261.

**CHEM-311****Advanced Chemical Analysis**

3 Credits (45:48:0 hours)

This course discusses instrumentation and analytical applications of spectroscopic, chromatographic and electroanalytical methods. The theory governing each analytical technique and its advantages and disadvantages are discussed. Emphasis is placed on choosing the appropriate method for a particular analysis.

*Prerequisites:* Minimum grade of C- in any one of CHEM 213, CHEM 270 or CHEM 353.

**CHEM-333****Organometallic Chemistry**

3 Credits (45:36:0 hours)

This course surveys the basic principles of the organometallic chemistry as they apply to metals of the d-block elements and main group metals. Topics include a survey of ligands and coordination chemistry/geometry of transition metals and main group metals. The properties and reactions of organometallic complexes, and applications of organotransition metal compounds in catalysis, organic synthesis, bioinorganic chemistry and medicinal chemistry are reviewed.

*Prerequisites:* Minimum grade of C- in CHEM 231 and CHEM 233.

**CHEM-353****Forensic Chemistry**

3 Credits (45:24:0 hours)

This course examines the theory and practice of forensic chemistry. Forensic Chemistry begins with an overview of the structure and function of forensic chemistry laboratory services, and addresses the key issues of cross-contamination, continuity and integrity of exhibits, and laboratory quality control and quality assurance, in the legal context in which forensic chemistry is conducted. The evaluation, interpretation and reporting of scientific data, including the use of Bayesian statistics, is explored in the legal context along with the key role of the expert witness. The forensic examination of a wide range of sample types, including fingerprints, questioned documents, textile fibres, illicit drugs, poisons, oil spills, firearms, gunshot residue, fire accelerants, explosives and chemical warfare agents, is discussed in terms of chemical analysis for detection, comparison and identification. The theory of analytical techniques such as GC, HPLC, GC-MS, LC-MS, FTIR, AAS and SEM-EDX, along with their scopes and limitations is embedded in this discussion. The practical application of these techniques is considered with reference to appropriate examples and forensic case studies. This is further reinforced in the laboratory, where students will gain further hands-on experience of the use of a range of analytical techniques in the investigation of simulated crime scenarios.

*Prerequisites:* Minimum grade of C- in CHEM 211 or CHEM 252.

**CHEM-362****Advanced Organic Chemistry**

3 Credits (45:48:0 hours)

This course is designed to build upon the concepts introduced in Chemistry 261 and Chemistry 263, offering a more advanced and sophisticated insight into the physical properties and chemical reactions of organic compounds. A focal point is the chemistry of carbonyl compounds. Mechanistic and multi-step synthesis approaches are emphasized.

*Prerequisites:* Minimum grade of C- in CHEM 263.

**CHEM-495****Special Topics**

3 Credits (0:0:45 hours)

This course involves reading, discussing and critically evaluating current research on specialized topics in chemistry. Topics covered vary with the interests of students and faculty. Students should consult with faculty members in the Department of Physical Sciences for details regarding current offerings. **Note:** This course is intended for students in the final year of their degree. This course may be taken up to two times for credit.

*Prerequisites:* Minimum grade of B- in a 300-level chemistry course and permission of the department.

**CHEM-498****Independent Research**

3 Credits (0:72:0 hours)

In this course, students will plan, execute and report the results of an independent research project in chemistry under the direction of a faculty supervisor. To be granted enrollment in the course, the student must have made prior arrangements with a faculty member willing to supervise the research project. **Note:** This course is intended for students in the final year of their degree. This course can be taken twice for credit. *Prerequisites:* Minimum grade of a B- in a 300-level chemistry course relevant to the proposed research.

**CHIN-101****Introductory Chinese I**

3 Credits (75:0:0 hours)

This introductory course is for students with little or no background in Mandarin Chinese. It introduces the four tones and the sounds of Mandarin, an introductory series of sentence patterns and grammatical concepts, as well as a basic comparison between Mandarin and English. The four language skills of oral/aural comprehension, speaking, reading and writing are emphasized. In addition, students learn approximately 175 characters, and become acquainted with some general aspects of Chinese culture in Chinese speaking countries. **Note:** Students with native or near-native proficiency in Mandarin Chinese or any of the regional dialects of Chinese cannot take this course. Heritage speakers must consult the department prior to enrolment. Students with a proficiency level beyond this course may be directed to a higher-level course. Students with credit in Chinese 30, 35 or equivalent cannot receive credit for this course.

**CHIN-102****Introductory Chinese II**

3 Credits (75:0:0 hours)

This course is a continuation of CHIN 101. Students continue to acquire the four language skills of oral/aural comprehension, speaking, reading and writing in Mandarin Chinese and broaden their cultural knowledge of the Chinese-speaking world. An additional 200 characters will be learned, and a more challenging set of introductory grammatical structure built upon the structures and forms acquired in CHIN 101 will be introduced. **Note:** Students with native or near-native proficiency in Mandarin Chinese or any of the regional dialects of Chinese cannot take this course. Heritage speakers must consult the department prior to enrolment. Students with a proficiency level beyond this course may be directed to a higher-level course. Students with credit in Chinese 30, 35 or equivalent cannot receive credit for this course.

*Prerequisites:* Minimum grade of C- in CHIN 101.

**CHIN-201****Introductory Chinese III**

3 Credits (75:0:0 hours)

This course is designed for students who have completed CHIN 102 or equivalent. Students further develop their oral/aural comprehension skills at the intermediate level of Mandarin Chinese. As well, they continue to develop reading and writing skills with approximately 200 characters. In addition, students continue to improve their understanding of various aspects of Chinese culture. **Note:** Students with native proficiency in Mandarin Chinese or any of the regional dialects of Chinese cannot take this course. Heritage speakers must consult the department prior to enrolment. Students with a proficiency level beyond this course may be directed to a higher-level course. Students with Chinese 30 should consult the department.

*Prerequisites:* Minimum grade of C- in CHIN 102.

**CHIN-202****Introductory Chinese IV**

3 Credits (75:0:0 hours)

This course is a continuation of CHIN 201. Students gain further fluency in oral/aural comprehension at the intermediate level of Mandarin Chinese, as well as continue to develop reading and writing skills of approximately 350 characters. In addition, students continue to improve their understanding of various aspects of Chinese culture. **Note:** Students with native proficiency in Mandarin Chinese or any of the regional dialects of Chinese cannot take this course. Heritage speaker must consult the department prior to enrolment.

*Prerequisites:* Minimum grade of C- in CHIN 201.

**CHME-103****Introductory University Chemistry I for Engineers**

4.3 Credits (45:18:15 hours)

This course serves as a foundation for all subsequent chemistry courses. Atomic properties as they relate to the periodic table are considered, along with quantum mechanics for hydrogen-like orbitals and electron configurations. The course provides an introduction to bonding theories as they apply to the stability, molecular geometry and intermolecular interactions of atomic, ionic and molecular species. Topics include chemical nomenclature, stoichiometry, classification of chemical reactivity, gases (both ideal and real) and chemical kinetics. **Note:** Credit may only be obtained in one of CHEM 101 or CHME 103. *Prerequisites:* Chemistry 30.

**CHME-105****Introductory University Chemistry II for Engineers**

3.8 Credits (45:18:15 hours)

This course emphasizes the importance of chemical equilibrium as it applies to gases, acids and bases, solubility and precipitation reactions and complex ion formation. Also studied are thermochemistry (heat, work, enthalpy and internal energy), thermodynamics (spontaneity, entropy, free energy), electrochemistry (balancing redox reactions, calculating standard and non-standard cell potentials) with emphasis on some practical applications related to batteries, corrosion and industrial processes. A special topic, selected by the instructor, is covered when time permits. **Note:** Credit may only be obtained in one of CHEM 102 or CHME 105.

*Prerequisites:* Minimum grade of C- in CHME103.

**CLAS-102****Greek and Roman Mythology**

3 Credits (45:0:0 hours)

In this survey course, students learn the most significant myths and sagas of Greece and Rome. Selected readings from ancient literature and illustrations from Classical art emphasize the cultural, historical and religious contexts of the myths within ancient society. The continuing influences of the myths as a source of inspiration for some of the major themes in Western art and culture for two millennia are discussed. The course also examines ancient and modern theories and interpretations of the myths.

**CLAS-110****Early World History**

3 Credits (45:0:0 hours)

In this survey course, students learn world history from the beginning of written records through to the end of the sixth century AD. The course covers the emergence and development of civilizations in the Near East, Persia, India, China and the Mediterranean, with particular emphasis on Egypt, Greece, and Rome. Students are introduced to the major events of Greek and Roman history, and they compare developments in Greek and Roman civilizations with those in the Near East, Persia, India and China.

**CLAS-221****Literature of Greece and Rome**

3 Credits (45:0:0 hours)

This intermediate survey course introduces students to the detailed study of major works from Greek and Latin literature in English translation. Students read and interpret epic poems, prose, lyric poetry and dramatic plays in their cultural, historical and literary milieu. Students are introduced to the general moral, aesthetic and social values of the Greeks and Romans through their literature.

**CLAS-252****Ancient Art and Architecture**

3 Credits (45:0:0 hours)

This course surveys the most important artwork and architectural monuments created in the Near East, Greece and Rome. Through the evidence of archaeological finds, students study the earliest examples of art in sculpture and painting as well as the beginnings of urban and monumental architecture. Students examine the development of these and consider the legacy of ancient art and architecture on western civilization.

**CLAS-261****Women in the Ancient World**

3 Credits (45:0:0 hours)

This course surveys the changing status of women in the Graeco-Roman world, ranging historically from the second millennium BC to the fourth century AD. Students examine the portrayals of women in literary and historical documents to assess women's roles in family life, marriage customs, religious cults, and legal problems. Students analyze the abundant representations of women by men and the few surviving representations of women by other women in literary, epigraphic and artistic evidence.

**CLAS-270****Greek Civilization**

3 Credits (45:0:0 hours)

This course is an introduction to Greek cultural history illustrated by reference to contemporary literature and artifacts, as well as archeological discoveries. Topics covered include the Bronze Age, the rise of the city, trade and colonization, Athens and Sparta, warfare, religion, the theatre, art and architecture and philosophy.

**CLAS-271****Roman Civilization**

3 Credits (45:0:0 hours)

This course is an introduction to Roman cultural history, illustrated by reference to contemporary literature and artifacts, as well as archeological discoveries. Topics covered include government, family, religion, law, education, philosophy and entertainment, all presented in their historical context. Students also consider Roman literature, history and art.

**CLAS-272****Byzantine Civilization**

3 Credits (45:0:0 hours)

This course is an introduction to the culture, literature, art and history of the Byzantine (or Eastern Roman) Empire, during the period from the foundation of Constantinople in AD 324 to the Ottoman conquest of the city in AD 1453. Topics covered include government, family, religion, law, education, philosophy and entertainment; all presented in their historical context. Students also consider Byzantine literature, history and art, and the role of Byzantine scholars, artists and rulers in preserving many of the cultural achievements of the Greeks and Romans through the barbarian invasions which put an end to the Roman Empire in the west in AD 476.

**CLAS-305****Comparative Mythology**

3 Credits (45:0:0 hours)

In this course, students compare Greek and Roman mythology to other world mythologies such as Norse or Native American myth. One or more bodies of mythology are selected for particular attention in each offering of the course. Students identify the common features shared by different bodies of myth, as well as important differences and their significance. Students also examine a number of explanatory theories of myth and their application to specific problems.

*Prerequisites:* Minimum grade of C- in CLAS 102.

**CLAS-310****Archaic and Classical Greece**

3 Credits (45:0:0 hours)

This course examines key events in ancient Greek history from the late Bronze Age down to the conflict for supremacy in Greece between Athens and Sparta at the end of the fifth century BC. Students consider the emergence of the Greek people onto the historical stage and the development of individual Greek states and a collective Greek identity through analysis of primary source material. Students also examine and critique secondary discussions and interpretations of key events and the major primary sources.

*Prerequisites:* Minimum grade of C- in CLAS 110.

**CLAS-311****Roman Republic History**

3 Credits (45:0:0 hours)

This intermediate-level course examines some of the major themes in the history of the Roman Republic down to the civil wars of the first century (from approximately 500-30 BC), describing Rome's interactions with other Italian cities and with the entire Mediterranean area. Students examine the expansion of the city's political, economic, cultural and social influence in Italy and the Mediterranean. Students also analyze the reasons for the emergence of the Roman Empire. Primary and secondary sources are studied throughout.

*Prerequisites:* Minimum grade of C- in CLAS 110 or CLAS 271.

**CLAS-312****Hellenistic and Roman Greece**

3 Credits (45:0:0 hours)

This course examines key events in ancient Greek history after the conclusion of the Peloponnesian War until the second century AD. Students consider the political and social relations of Greek cities, leagues and kingdoms with one another and their responses to foreign rule with particular attention to the impact of Rome on the eastern Mediterranean. Through analysis of primary sources, students also examine and critique secondary discussions of key events and the major primary sources.

*Prerequisites:* Minimum grade of C- in CLAS 110.

**CLAS-313****Roman Imperial History**

3 Credits (45:0:0 hours)

This intermediate-level course examines some of the major themes in Roman imperial history from the mid-first century to the emergence of the Tetrarchy in the late third century AD, describing the rise of the Roman Empire and its interactions with neighbouring peoples and states. Students consider the political and military factors of the creation and maintenance of the Roman Empire, examining the interactions of the Romans with the peoples conquered by them, particularly the Greeks, through analysis of primary and secondary source material.

*Prerequisites:* Minimum grade of C- in CLAS 110 or CLAS 271 .

**CLAS-320****Greek Literature in Translation**

3 Credits (45:0:0 hours)

This course discusses Greek verse and prose in the era from Homer to late antiquity. Each offering of the course concentrates on a specific significant genre, theme, or period and varies from year to year. Students examine the works read in their social, cultural, intellectual, and historical contexts, and apply various theoretical and comparative models to the texts.

*Prerequisites:* Minimum grade of C- in CLAS 221 or CLAS 270.

**CLAS-321****Latin Literature**

3 Credits (45:0:0 hours)

This course discusses Latin verse and prose from the Republic to late antiquity. Each offering of the course concentrates on a specific significant genre, theme, or period chosen at the instructor's discretion. Students examine the works read in their social, cultural, intellectual, and historical contexts, and apply various theoretical and comparative models to the texts.

*Prerequisites:* Minimum grade of C- in CLAS 221 or CLAS 271.

**CLAS-333****Greek and Roman Religion**

3 Credits (45:0:0 hours)

In this course students analyze the religious beliefs and cult practices of the Greeks and Romans. The course integrates literary evidence, artwork and archeological material to examine the influence and role of religion on social, cultural and intellectual life in Greece and Rome. The role of temples, sanctuaries, priesthoods, festivals, sacrifices and rituals is also discussed. Personal religion is also considered in mystery cults.

*Prerequisites:* Minimum grade of C- in a 200-level Classics course.

**CLAS-352****Art of Periclean Athens**

3 Credits (45:0:0 hours)

This course examines the art and architecture of fifth century Athens (between the Persian invasions and the end of the Peloponnesian War). Students consider the role of Pericles in shaping the appearance and idea of Athens, situating the material remains of the Periclean Age in their historical, social and cultural contexts.

*Prerequisites:* Minimum grade of C- in CLAS 252 or CLAS 270.

**CLAS-353****Art of Augustan Rome**

3 Credits (45:0:0 hours)

This course examines the artistic, religious and historical trends of ancient Rome during the Augustan Age as manifested in the art and architectural monuments of the city and empire. Students also examine primary literature in order to understand the social and cultural milieu of the late Roman Republic and early Roman Empire. Students with credit in CLAS 354 cannot receive credit in CLAS 353.

*Prerequisites:* Minimum grade of C- in CLAS 252 or CLAS 271.

**CLAS-355****Life and Culture in Ancient Rome**

6 Credits (90:0:0 hours)

In this senior-level course, students study Roman society, history and culture in Rome. Students read accounts of Rome, its art and its architecture, and study the archaeological remains of the ancient city, from a historical, cultural and architectural perspective. Students examine sites and monuments from three distinct phases of Roman history: the Republican period, the early Empire and the Christian empire. The course runs for 21 days in Rome, during which the students attend lectures of two professors in situ. **Note:** Tuition and fees for this course cover the expenses of room and board; students are responsible for their own airfares. *Prerequisites:* Consent of the Department. Students with credit in CLAS 110, CLAS 252 or CLAS 271 will be given preference.

**CLAS-356****Myth in Classical Art**

3 Credits (45:0:0 hours)

This course explores the telling and use of myth in the visual art of ancient Greece and Rome. Students examine various art forms that serve as visual narratives, including pottery, sculpture, and coin types, among others. Students also explore political and ideological uses (and re-uses) of myth in art and the ways in which the artistic exposition of particular myths changed throughout Classical Antiquity.

*Prerequisites:* Minimum grade of C- in CLAS 102 or CLAS 252.

**CLAS-361****Ancient Family**

3 Credits (45:0:0 hours)

This senior level course in ancient social history focuses on in-depth analysis of the ancient Greek and Roman families in their historical and cultural contexts. Students consider the Graeco-Roman family in comparison to Near Eastern and Egyptian antecedents. The nuclear and extended families are emphasized, as are interventions in the family through law.

*Prerequisites:* Minimum grade of C- in any 100- or 200-level classics course.

**CLTR-103****Culture and Thought in China and Japan**

1 Credits (15:0:0 hours)

Students examine the philosophical foundation of the dominant cultures in China and Japan. Students study the influence of these philosophies on linguistic structure, religion, organizations, social environment and rules governing people's behaviour. Students also learn the impact of the philosophical ways of thinking on business management and organizational behaviour.

**CMPT-101****Introduction to Computing I**

3 Credits (45:36:0 hours)

This course provides a breadth-first introductory treatment of concepts in computing science for students with little or no programming background. Topics include data representation, machine architecture, and operating systems; algorithms, their properties, and the control constructs of sequence, selection and repetition; and the notions of data type and operations on data types in low-level and high-level programming languages. Students do introductory programming for a portion of the course. **Note:** Students with no previous computing experience should enroll in CMPT 101 instead of CMPT 103. Credit cannot be obtained for CMPT 101 if credit has already been granted for CMPT 103.

**CMPT-103****Introduction to Computing II**

3 Credits (45:36:0 hours)

This course continues the overview of computing science concepts that was started in CMPT 101. Topics include representation of compound data using abstraction, programming languages, and modularity; algorithms that use these data structures; and networks with the TCP/IP model and client/server architecture. Students continue with the syntax of a high-level programming language: functions, arrays, and user-defined data types. **Note:** Credit can only be obtained in one of CMPT 103 or CMPT 114.

*Prerequisites:* Minimum grade of C- in CMPT 101 or three credits of intermediate CSE including CSE 2120 .

**CMPT-104****Introductory Computer Literacy**

3 Credits (45:0:0 hours)

This general introduction to computers focuses on how computers operate and their application in our society. Curriculum introduces the information system, data, software, hardware, connectivity, the system unit, secondary storage and the Internet and the Web. The practical component includes hands on experience using the microcomputer using common productivity tools such as Microsoft Word, Excel, PowerPoint, Internet tools and Web Page creation.

**CMPT-114****Introduction to Computing Science**

3 Credits (45:36:0 hours)

This course is an introduction to solving computing science problems by writing computer programs in a high-level language call Java. Students are introduced to objects and values, messages and methods, control structures, and simple containers. There is a discussion of elementary algorithms and software engineering techniques for constructing elegant and robust solutions to problems. **Note:** Credit can only be obtained in one of CMPT 114 or CMPT 103. Students with no previous computing experience should register in CMPT 101 before CMPT 114. *Prerequisites:* MATH 030P or MATH 30-1.

**CMPT-115****Programming with Data Structures**

3 Credits (45:36:0 hours)

This course is a study of dynamic data structures (e.g., sets, lists, stacks, queues, dictionaries) and their associated algorithms (e.g., traversal, sorting, searching, element addition and removal) using Java. It includes an introduction to recursive references and algorithms as well as more advanced programming language techniques, including inheritance and exceptions. **Note:** Credit can only be obtained in one of CMPT 115 or CMPT 200.

*Prerequisites:* Minimum Grade of C- in CMPT 114.

**CMPT-157****Introduction to Computing for Business**

3 Credits (45:36:0 hours)

This course provides an overview of management information systems (MIS) and introduces students to applications of technology within a business context. These applications include database processing, e-commerce, and decision support systems. Social, legal, and ethical issues are considered. The laboratory component has the student making use of Excel and Access to support business processes and decisions. **Note:** Restricted to students in the Bachelor of Commerce and Asia Pacific Management programs.

**CMPT-200****Data Structures and Their Algorithms**

3 Credits (45:36:0 hours)

This course continues the study of dynamic data structures (e.g., lists, stacks, queues, trees, and dictionaries) and associated algorithms (e.g. traversal, sorting, searching, element addition and removal). Recursion is covered and some of the basic ideas of object-oriented programming, such as classes and objects, are introduced. Basic paradigms in program design and software engineering are discussed. In addition to the implementation of these data structures, the laboratory introduces the student to a Unix-like development environment. **Note:** Credit can only be obtained in one of CMPT 115 or CMPT 200.

*Prerequisites:* Minimum grade of C- in CMPT 103 or a minimum grade of C- in both CMPT 101 and CMPT 114.

**CMPT-201****Practical Programming Methodology**

3 Credits (45:36:0 hours)

This course provides an introduction to the principles, methods, tools and practices of the professional programmer. The lectures focus on best practices in software development and the fundamental principles of software engineering. The laboratories offer an intensive apprenticeship to the aspiring software developer. Students use C, C++, and software development tools of the Unix environment.

*Prerequisites:* Minimum grade of C- in CMPT 115 or CMPT 200.

**CMPT-204****Algorithms I**

3 Credits (45:0:15 hours)

This is a first course on algorithm design and analysis with an emphasis on fundamentals of searching, sorting and graph algorithms. Examples of methodologies considered include divide and conquer, dynamic programming, and greedy methods, together with analysis techniques to estimate program efficiency.

*Prerequisites:* Minimum grade of C- in CMPT 115 or CMPT 200 and CMPT 272 or MATH 200 and MATH 113 or MATH 114.

**CMPT-220****Unix, Scripting, and Other Tools**

3 Credits (45:24:0 hours)

The student is introduced to a Unix-like operating system along with some of its important design features, such as processes, pipes, and the I/O model. Some of the basic tools and methodologies are discussed, including shell scripts, editors, and standard utilities. Various open source tools are surveyed

*Prerequisites:* Minimum grade of C- in CMPT 103 or CMPT 114.

**CMPT-229****Computer Organization and Architecture**

3 Credits (45:36:0 hours)

This course provides a general introduction to number representation, the architecture and organization concepts of von Neumann machines, assembly level programming, exception handling, peripheral programming, floating point computations, and memory management.

*Prerequisites:* Minimum grade of C- in CMPT 103 or CMPT 115.

*Co-requisite:* CMPT 200 or CMPT 201.

**CMPT-230****Introduction to Computer Games**

3 Credits (45:0:0 hours)

This course is an introduction to various aspects of computer game design and marketing. It focuses on the history of computer games, computer game markets, evaluation of computer games, creation and testing of interactive narratives, and game interface design. The course includes a final capstone design for an interactive (narrative) game.

**Note:** This course has a significant writing component; students are advised to take ENGL 102 (or equivalent) prior to taking this course.

*Prerequisites:* Minimum grade of C- in any CMPT or ENGL course or in either PSYC 104 or PSYC 105.

**CMPT-250****Introduction to Human Computer Interaction**

3 Credits (45:24:0 hours)

This course introduces students to key concepts of effective user interface design and stresses the importance of good interfaces and the relationship of user interface design to human-computer interaction (HCI). An introduction to cognition and human information processing is presented. Other topics include interface quality and methods of evaluation, interface design examples, dimensions of interface variability, I/O devices, dialogue genre, dialogue tools and techniques, user-centred design and task analysis, and communication and collaboration. The seminar is conducted in a computer lab and allows the students to investigate the concepts discussed in lecture with an emphasis on evaluation and specification and not on implementation. **Note:** In addition to the prerequisites, it is recommended that students taking this course have completed another computing science course or an introductory course in psychology, sociology, or anthropology. This course draws upon concepts from all of these areas.

*Prerequisites:* Minimum grade of C- in CMPT 101 or CMPT 103 or CMPT 114.

**CMPT-272****Formal Systems and Logic**

3 Credits (45:36:15 hours)

This course provides an introduction to the tools of set theory, logic, and induction, and their use in the practice of reasoning about algorithms and programs. Topics include basic set theory, the notion of a function, counting, propositional and predicate logic and their proof systems, inductive definitions and proofs by induction, and program specification and correctness.

*Prerequisites:* Minimum grade of C- in CMPT 101 or CMPT 114.

**CMPT-291****Introduction to Relational Databases**

3 Credits (45:36:0 hours)

The course covers basic concepts in computer data organization and information processing, the entity-relationship model, the relational model, SQL, and other relational query languages. Other topics include storage architecture, physical organization of data, and access methods for relational data.

*Prerequisites:* Minimum grade of C- in CMPT 103 or CMPT 114.

*Co-requisites:* CMPT 115 or CMPT 200.

**CMPT-305****Introduction to Object-Oriented Programming**

3 Credits (45:36:0 hours)

In this course, students study the object-oriented programming (OOP) paradigm. The components of object-oriented programming are encapsulation, inheritance, and polymorphism. Students use some of the well established design patterns that recur in many non-trivial software systems. The last component of this course is event-driven programming. **Note:** Credit in CMPT 250 is recommended but not required.

*Prerequisites:* Minimum grade of C- in CMPT 200 or in CMPT 115 and in one other 200-level CMPT course.

**CMPT-306****Non-Procedural Programming Languages**

3 Credits (45:36:0 hours)

This course examines various programming languages other than the standard third generation languages such as C++ and Java. This course considers a functional language (Lisp) and a logic language (Prolog). The underlying theories of lambda calculus (Lisp) and predicate logic (Prolog) are also studied. A limited number of applications to Artificial Intelligence are considered for both languages. This course also may examine additional interpreted languages. **Note:** CMPT 272 is recommended, but not required.

*Prerequisites:* Minimum grade of C- in CMPT 200 or CMPT 115 and another 200-level CMPT course.

**CMPT-310****Computers and Society**

3 Credits (45:0:0 hours)

This hybrid course explores the social, legal and ethical issues arising in the wake of computer technology, especially those concerning self, community, environment, education, work and democracy. Topics include cyberethics; freedom and information; privacy and security; intellectual property; information technology and the future; social responsibility. **Note:** This is a third year course. It is recommended that students taking this course have at least 48 earned credits in their program of study.

*Prerequisites:* Minimum grade of C- in any 200-level course.

**CMPT-311****Phenomenon of Technology**

3 Credits (45:0:0 hours)

his hybrid course explores the role and significance of technology in our daily lives through a variety of theoretical and research frameworks and methods, including media ecology, phenomenology, STS (science, technology and society) studies, and human-computer interaction research.

*Prerequisites:* Minimum grade of C- in any 200-level course. **Note:** this is a third year course. It is recommended that students taking this course have at least 48 credits in their program of study.

**CMPT-315****Web-Centric Computing and eCommerce**

3 Credits (45:36:0 hours)

Web-centric computing is the creation of applications that involve the Internet as a fundamental feature in their operation. The course introduces concepts such as JSPs, servlets, JavaBeans, web application architectures (page-centric vs dispatcher), XML filters and web application security. These techniques are then applied to the concepts of eCommerce including session management, B2B (business-to-business) protocols, multi-tiered architecture and online database connectivity tools.

*Prerequisites:* Minimum grade of C- in CMPT 291 and CMPT 305.

**CMPT-330****Introduction to Real Time Gaming**

3 Credits (45:36:0 hours)

This course introduces the basic concepts of 2D and 2.5D game writing. Students learn the techniques to handle 2D sprite animation, 2D and 2.5D layout, collision detection, timer-based object motion as well as the basics of human computer interface as it applies to this style of computer games. Students are also introduced to some simple methods for creating sprite artificial intelligence in this style of game. Students are expected to create several small games over the term as well as produce a major project by term end.

*Prerequisites:* Minimum grade of C- in CMPT 230 and in either of CMPT 115 or CMPT 200. *Co-requisite:* CMPT 305.

**CMPT-340****Introduction to Numerical Methods**

3 Credits (45:36:15 hours)

This course provides an overview of computational methods for solving problems in linear algebra, non-linear equations, interpolation and approximation, and integration. Computer arithmetic and errors are discussed. The aim is to teach students the proper use of mathematical subroutine packages currently available in computer libraries.

*Prerequisites:* Minimum grade of C- in CMPT 200, MATH 120 and MATH 214.

**CMPT-350****Human Computer Interaction - Interactive Systems**

3 Credits (45:36:0 hours)

This course continues the examination of human computer interaction (HCI) that was begun in CMPT 250, but with the emphasis moving to the implementation of effective interfaces. Topics include graphical user interface (GUI) tool kits, specification of interaction and presentation, prototyping techniques and tools in human centered development, GUI design and implementation, and HCI aspects of multimedia systems.

*Prerequisites:* Minimum grade of C- in CMPT 250 and CMPT 305.

**CMPT-351****Human Computer Interaction: Usability**

3 Credits (45:36:0 hours)

This course extends the theory and practice of usability introduced in CMPT 250 with a focus on the formal evaluation of user interfaces. Usability methodologies are applied to the practice of evaluating systems such as web sites, software applications, mobile technologies, or any user-operated device.

*Prerequisites:* Minimum grade of C- in CMPT 250

**CMPT-355****Introduction to Artificial Intelligence**

3 Credits (45:36:0 hours)

This course provides an introduction to Artificial Intelligence (AI). AI is the study of how human intelligence can be imitated by computer programs. The course presents a survey of the concepts and applications of AI - such as: intelligent agents, knowledge representation, state-space search, expert systems and shells, natural language processing, propositional logic, learning and cognitive models. Some of the AI techniques will be implemented using both procedural and non-procedural languages (Prolog and LISP). **Note:** Students should be able to program in a high level programming language that allows explicit access to the underlying memory model. C and C++ are acceptable languages.

*Prerequisites:* Minimum grade of C- in two 200-level CMPT courses.

**CMPT-360****Introduction to Operating Systems**

3 Credits (45:36:0 hours)

This course introduces the fundamentals of operating systems. Topics include scheduling, memory management, concurrency, security and protection, device management, and file systems. The laboratory component involves both the investigation of these concepts in current operating systems as well as their design and implementation.

*Prerequisites:* Minimum grade of C- in CMPT 200 and in one other 200-level CMPT course.

**CMPT-361****Introduction to Networks**

3 Credits (45:36:0 hours)

This course introduces the basics of networking with a focus on computer networks. Topics include network architectures, protocols, client-server programming, security, and network management. A selection of material from data compression and decompression and multimedia data technologies are also discussed.

*Prerequisites:* Minimum grade of C- in CMPT 200 and in one other 200-level CMPT course.

**CMPT-362****Operating Systems II**

3 Credits (45:36:0 hours)

This course continues the study of operating systems introduced in CMPT 360. Topics include security and protection, device management, and file systems. The laboratory is oriented toward design and implementation of the concepts covered in the lecture. **Note:** CMPT 229 is recommended.

*Prerequisites:* Minimum grade of C- in CMPT 201 and CMPT 360.



**CMPT-364****Net Centric Computing II**

3 Credits (45:36:0 hours)

This course continues the study of net centric computing introduced in CMPT 360. Topics include security, network management, data compression and decompression, and multimedia data technologies. The laboratory is oriented toward design and implementation of the concepts covered in the lecture.

*Prerequisites:* Minimum grade of C- in the following: CMPT 360 and CMPT 201, or CMPT 305 and CMPT 272, or MATH 200 and STAT 141 or STAT 151.

**CMPT-370****Introduction to Computer Graphics**

3 Credits (45:36:0 hours)

This course introduces students to many important principles and techniques that are useful for creating 2D and 3D computer graphics applications. This course provides students with sufficient background to write substantial computer graphics applications. Topics include coordinate systems, homogeneous transformations (rotating, translating, scaling), viewing, object modeling, texture mapped rendering, illumination, ray-tracing, hidden line and surface elimination. Other topics are camera control, collision detection and animation. **Note:** It is recommended that students have MATH 120 or MATH 125.

*Prerequisites:* Minimum grade of C- in CMPT 201.

**CMPT-385****Introduction to Database Concepts Using ACCESS**

3 Credits (45:36:0 hours)

This course is an introduction to how databases are designed and tested. The course begins by familiarizing the student with entity-relationships (ER). In the implementation stage, the course shifts focus to converting designs into working ACCESS databases that use Visual Basic (VB) to enhance the functionality of the ACCESS database engine. **Note:** Credit can only be obtained in one of CMPT 385 or CMPT 291.

*Prerequisites:* Minimum grade of C- in CMPT 103 or CMPT 114 and minimum of C- in any 200-level CMPT.

**CMPT-391****Database Management Systems**

3 Credits (45:36:0 hours)

This is the second course in database management systems. Topics include database design, normalization theory, transaction management, query processing, and query optimization. Database support for special data types such as multimedia, spatial data, and XML documents is considered. Support for complex applications and data analysis is also covered.

*Prerequisites:* Minimum of C- in CMPT 291.

**CMPT-395****Introduction to Software Engineering**

3 Credits (45:36:0 hours)

This course is an introduction to the fundamental concepts of software engineering. Topics include software design and analysis, software process, requirements, design patterns and testing. Team management is considered in both the lecture and in the laboratory through the use of team projects.

*Prerequisites:* Minimum grade of C- in CMPT 200 and in two of the following: CMPT 201, CMPT 204, CMPT 220, CMPT 229, CMPT 250, or CMPT 291.

**CMPT-399****Topics in Computer Science**

3 Credits (45:36:0 hours)

In this course, students examine one or two topics in computer science. Topics will vary from year to year, but will typically build upon material students will have seen in the second year of their studies. Consultation with the department is required prior to enrolment. **Note:** This course may be taken multiple times for credit.

*Prerequisites:* Consent of the department.

**CMPT-430****3D Game Development and Artificial Intelligence**

3 Credits (45:36:0 hours)

Modern game engines provide basic components such as animation and physics but to create a good game, the developer needs to provide functionality beyond the basics. This course will focus non-basic features such as camera control and game search/tracking heuristics. For the major project students will develop a portion of a game level using an existing commercial game engine. **Note:** CMPT 370 is recommended.

*Prerequisites:* Minimum grade of C- in both CMPT 330 and CMPT 305.

**CMPT-491****Datamining and Advanced Database Topics**

3 Credits (45:36:0 hours)

In this course students will learn different topics in databases such as stored procedures and triggers, databases security, optimizing databases and queries. It also covers basic data mining intelligent tools such as association rules, classifications, clustering, and data warehousing. Information retrieval concepts are also included in this course.

*Prerequisites:* Minimum grade of C- in CMPT 291 and in a 300-level CMPT course.

**CMPT-496****Individual Project**

3 Credits (0:0:60 hours)

In this course, students plan, conduct, and communicate the results of an independent project in Computer Science under the direction of a faculty supervisor. Enrolment is contingent on the student having made prior arrangements with a faculty member willing to supervise the project. **Note:** This course is intended for students in the final year of their degree. This course may be taken twice for credit.

*Prerequisites:* Minimum grade of C in CMPT 395 and consent of the department.

**CMPT-498****Team Project**

3 Credits (0:0:60 hours)

In this course, students plan, conduct, and communicate the results of a team project in Computer Science under the direction of a faculty supervisor. Enrolment is contingent on the student team having made prior arrangements with a faculty member willing to supervise the project. **Note:** This course is intended for students in the final year of their degree. This course may be taken twice for credit.

*Prerequisites:* Minimum grade of C in CMPT 395 and consent of the department.

**CMPT-499****Topics in Computer Science**

3 Credits (45:0:0 hours)

In this course, students examine a topic of specialization in computer science. Topics will vary from year to year. Consultation with the department is required prior to enrolment. **Note:** This course may be taken multiple times for credit. *Prerequisites:* Consent of the department.

**CMSK-011****Computers Level I**

5 Credits (0:75:0 hours)

Computers Level I is a beginner level computer applications course. The purpose of this course is to provide students with the skills to use a word processing and a spreadsheet program. The emphasis is on skills that can be used in further studies such as preparing reports and essays and researching via the Internet. Students work with Microsoft Office (Word and Excel) in a Windows environment. Topics covered include: basic computer literacy, keyboarding skills, word processing, spreadsheets, email and Internet.

**CMSK-015****Computers Level II**

5 Credits (0:75:0 hours)

This course is intended to continue to develop the computer skills that a student needs in order to do his/her course work. Word processing skills are practiced in order to create simple and complex documents. Students learn to annotate and cite references using the MLA and APA formats. Spreadsheets are used to organize data and draw graphs. Internet activities focus on locating and retrieving information in various forms. The course uses e-mail, Internet Explorer, Windows and Microsoft Office components: PowerPoint, Word, Excel, and Access. The course includes 15 hours of lab time to complete projects. *Prerequisites:* CMSK 011 or a comparable range of experience.

**COMP-102****World Literature to the 17th Century**

3 Credits (45:0:0 hours)

This course focuses on analyzing and comparing major works of world literature from antiquity to the early seventeenth century. Reflecting the depth and diversity of various civilizations, the texts in this course are studied in English translations. The course is designed to cultivate the students' appreciation for serious literary works within a global, comparative context and to encourage their love of reading. As well, it aims at enriching the students' awareness of other cultures and literary traditions and enhancing the ethos of tolerance, acceptance, and respect for others. *Prerequisites:* Students must meet one of the following *prerequisites:* Acceptance into one of the following programs: Bachelor of Arts, Bachelor of Commerce, Bachelor of Education Transfer, Bachelor of Science in Nursing, Bachelor of Physical Education Transfer, Bachelor of Science or Design Studies; Minimum grade of 65 per cent in English 30-1; Minimum grade of C- in ENGL 111; or Satisfactory completion of the Skills Appraisal. "Satisfactory completion" means that students do not need to take ENGL 0089 or READ 0089 and receive a grade of 4 on the essay portion of the Skills Appraisal.

**COMP-103****World Literature from the 17th Century**

3 Credits (45:0:0 hours)

This course is a sequel to COMP 102. It focuses on analyzing and comparing major works of world literature from the early seventeenth century to the present. Using the skills and knowledge they have gained in COMP 102, students in COMP 103 explore plays, poems, novels, and stories written between the seventeenth century and the present by renowned international writers. **Note:** COMP 102/103 satisfy 6 literacy credits in the Bachelor of Arts Degree. *Prerequisites:* Minimum grade of C- in COMP 102.

**COOP-290****Co-op Pre-Employment Seminar**

0 Credits (0:0:15 hours)

Students prepare for the work integrated learning (WIL) component of their program by focusing on cooperative education guidelines and requirements. Students prepare for their job search by writing employment related documents such as career plans, resumes and cover letters. Employment search techniques, networking strategies and interview skills are developed. In addition, students discuss workplace issues such as office protocol, professionalism, and conflict resolution. *Prerequisite or Co-requisite:* BUSN 201.

**COOP-295****Co-operative Education: First Work Experience**

0 Credits (0:0:480 hours)

Students gain discipline-related practical work experience and investigate their chosen career. Students must perform a minimum of 480 work hours in a full-time job approved by the program. *Prerequisites:* COOP 290.

**COOP-395****Co-Operative Education: Second Work Experience**

0 Credits (0:0:480 hours)

Students gain further discipline-related practical work experience and study workplace process in relation to their field. Students must perform a minimum of 480 work hours in a full-time job approved by the program. *Prerequisites:* COOP 295.

**COOP-495****Co-Operative Education: Third Work Experience**

0 Credits (0:0:480 hours)

Students gain further discipline-related practical work experience and apply academic knowledge in relation to their field. Students must perform a minimum of 480 work hours in a full-time job approved by the program. This course may be combined with a second work experience to form a two-term work experience with the same employer. *Prerequisites:* COOP 395.

**CORR-100****Human Relations**

3 Credits (45:0:0 hours)

The course assists students to become aware of the process of communication and the way in which it can be improved. Interpersonal communication skills are emphasized together with the awareness of self, the impact of self upon others and the relationship of these skills to the work of the corrections/criminal justice professional.

**CORR-102****Foundations of Criminal Law**

3 Credits (45:0:0 hours)

Students study criminal law as it relates to the function of the corrections/criminal justice worker. The origin and development of Canada's legal system is examined, and students study current legislation including the Criminal Code, the Alberta Corrections Act, the Corrections and Conditional Release Act, the Youth Criminal Justice Act and the Canadian Charter of Rights and Freedoms. Particular attention is given to the Canadian judicial system.

**CORR-104****Criminal Justice System**

3 Credits (45:0:0 hours)

This course provides an overview of the criminal justice system as it operates in Canada, from the commission of a crime to the termination of the sentence given to an offender. Included is an examination of the police, courts and correctional programs, including probation, fine options, community service orders, conditional sentences, incarceration and conditional release. A review of criminal justice history and philosophy, with a particular focus on correctional practice, is presented.

**CORR-110****Introductory Criminology**

3 Credits (45:0:0 hours)

This is an introductory course in criminology that examines the development of criminological thought, theories of crime causation from varying perspectives, the concepts of crime and delinquent behaviour, the public understanding of and reaction to crime, and the methods by which crime is measured.

**CORR-112****Correctional Interviewing**

3 Credits (45:0:0 hours)

This course is aimed at increasing the student's helping skills in order to work effectively in a corrections/criminal justice environment. Specific interviewing skills are taught including relationship building, active listening and attending, client observation and empathy. Assessment skills and information management/record keeping are also presented. Students have an opportunity to assess their own values and ethics within the context of the helping relationship.

**CORR-114****Field Placement I**

2 Credits (0:0:120 hours)

Field placements constitute the practical component of the program and they provide an opportunity for the integration of theory and practice. The purpose of the first year placement is to provide students with the opportunity to develop and demonstrate professional competencies based on the knowledge, skills and values learned in the program courses.

**CORR-116****Integration Seminar I**

1 Credits (0:0:30 hours)

Integration Seminar provides an opportunity for students to share their field placement experiences, to identify and discuss current issues and to apply and integrate course material with placement activities. Students focus on professional practice skills such as leadership, ethical decision making and advocacy. This seminar is taken concurrently with CORR 214 Field Placement II.

*Prerequisites:* CORR 114. *Co-requisite:* CORR 214.

**CORR-118****Introduction to Corrections**

3 Credits (45:0:0 hours)

This course examines Canadian correctional systems, policies and practices including those provided by federal, provincial and non-governmental agencies. Topic areas include a brief history of corrections, differing perspectives on punishment and correctional intervention, community and prison based correctional programming, operational effectiveness and future trends in correctional policy and practice. International approaches to correctional programming are also presented.

**CORR-120****Restorative Justice**

3 Credits (45:0:0 hours)

Students explore and analyze the key principles and assumptions of restorative justice. The course contrasts restorative and retributive justice models, and provides an introduction to current and emerging practices in the Canadian criminal justice system including conferencing, victim/offender reconciliation programs, and mediation and peacemaking circles. International examples of alternative dispute resolution are also discussed.

**CORR-202****Diversity Issues in Criminal Justice**

3 Credits (45:0:0 hours)

In this course, students examine a range of diversity issues including, but not limited to, gender, language, religion and culture within the context of the Canadian criminal justice system. Particular emphasis is placed on Aboriginal history and cultural traditions. Students learn how to work respectfully and ethically with people from diverse backgrounds, and ways to incorporate this awareness into their professional practice.

**CORR-206****Addiction in the Criminal Justice System**

2 Credits (30:0:0 hours)

This course covers common psychoactive drugs, drug-use patterns, intervention strategies and current best practices in treatment and recovery. Students learn about key strategies in screening, assessment and referral, and concepts including prevention, health promotion and harm reduction. Changing political and social attitudes regarding addictions are also explored.

**CORR-208****Selected Issues**

3 Credits (45:0:0 hours)

This course exposes students to theory and practice in established and emerging areas of Canadian corrections and criminal justice. Topics may include mental health/illness issues, gangs, victim advocacy and special needs offender populations including long term offenders, aging offenders, sex offenders and white collar criminals.

**CORR-210****Correctional Methods and Practice**

3 Credits (45:0:0 hours)

This course provides students with an examination of the principles, values and effectiveness of correctional programming in both community and institutional settings. Case management strategies including investigation, classification, documentation, supervision and intervention are emphasized. The role and responsibility of the corrections/criminal justice professional are also presented and discussed. Case studies are employed to give students practical experience.

**CORR-212****Correctional Counselling**

4 Credits (60:0:0 hours)

This course builds on the concepts and skills acquired in CORR 112 Correctional Interviewing. Using the case study method, students learn about and apply a variety of counselling methods and techniques including problem-solving, cognitive behavioural therapy, solution focused/motivational approaches and group counselling skills. As well, an overview of strategies to work effectively with special needs offender populations including youth, violent offenders and offenders with mental health issues is presented

*Prerequisites:* CORR 112.

**CORR-214****Field Placement II**

4 Credits (0:0:240 hours)

Field placements constitute the practical component of the program, and provide the opportunity for the integration of theory and practice. The purpose of placements is to provide students, within the context of specific field settings, the opportunity to develop and demonstrate professional practice at an intermediate level based on the knowledge, skills and values taught in program courses. This placement is taken concurrently with CORR 116 Integration Seminar I.

*Prerequisites:* CORR 114. *Co-requisite:* CORR 216.

**CORR-216****Integration Seminar II**

1 Credits (0:0:30 hours)

Integration Seminar provides an opportunity for students to share their experiences in field placement, to identify and discuss current issues and to apply and integrate course material with placement activities. Students focus on professional practice skills and career development strategies such as job search techniques, resume preparation, interviews and networking. The seminar is taken concurrently with CORR 224 Field Placement III.

*Prerequisites:* CORR 214 and CORR 116. *Co-requisite:* CORR 224.

**CORR-218****Youth and Crime**

3 Credits (45:0:0 hours)

This course provides a study of the social and legal influences on young people involved in criminal behaviour. The emphasis is on a detailed explanation of the Youth Criminal Justice Act as well as an exploration of the role of the police, courts, correctional agencies and the community in responding to youth crime. International approaches to dealing with youth crime are also examined.

**CORR-224****Field Placement III**

4 Credits (0:0:240 hours)

Field placements constitute the practical component of the program, and provide the opportunity for the integration of theory and practice. This placement is taken concurrently with CORR 216 Integration Seminar II. The purpose of placements is to provide students, within the context of specific field settings, the opportunity to develop and demonstrate advanced professional practice based on the knowledge, skills and values learned in program courses.

*Prerequisites:* CORR 214 and CORR 116. *Co-requisite:* CORR 216

**CYCW-100****Adolescent Development**

3 Credits (45:0:0 hours)

Students begin to examine developmental theory and patterns typical of late childhood and adolescence. Psychosocial development, cognition, spirituality and moral judgment, and physiology, including sexuality are explored. Environmental influences and typical patterns of adolescent behaviour are also considered. Students develop insight into their own style of relating to youth as influenced by their experiences as a young person. Students also acquire frameworks for helping families support youth with normal developmental tasks and fostering resilience in their young people.

**CYCW-101****Helping Skills**

3 Credits (45:0:0 hours)

Students are introduced to the skills of effective relationship building with youth and families. The role of the child and youth care professional in the helping process is also explored. Students practice and demonstrate effective individual counselling skills, from a developmental model of counselling.

**CYCW-102****Integration Seminar**

1 Credits (0:0:30 hours)

Students discuss field placement experiences and apply theory and skills from program course work. Professional and ethical conduct in relation to field experience is a focus. Students practice the skills of group work, communication, and leadership at a basic level.

*Co-requisite:* CYCW 103.

**CYCW-103****Field Placement**

2 Credits (0:0:120 hours)

Students are introduced to the roles and responsibilities of a child and youth care practitioner through field placement. Students participate in therapeutic routines and activities in a work integrated learning environment. This workplace experience fosters the student's ability to develop an ethical helping relationship and to work on a team of child and youth care professionals in a school, residential, or community program. *Co-requisite:* CYCW 102.

**CYCW-104****Activity Programming**

2 Credits (15:30:0 hours)

This experiential course is designed to equip students with the attitudes, conceptual frameworks and skills to develop, lead and evaluate therapeutic activities for children, youth and families.

**CYCW-106****The Child and Youth Care Professional**

3 Credits (45:0:0 hours)

Students explore the professional and ethical tasks of a child and youth care practitioner and the challenges of being a member of this profession. An overview of the needs of youth, the types of agencies providing service and the legal system governing children and youth in Canada is studied.

**CYCW-107****Child and Youth Care Practice**

3 Credits (45:0:0 hours)

This course serves as an introduction to the distinctive domains of Child and Youth Care (CYC) practice. The basic philosophy permeating this course is that there is a set of attitudes, specific knowledge, skills and proficiencies that are uniquely those of the competent CYC practitioner. Areas covered include: relational-centred practice, the therapeutic milieu, understanding diversity and issues of social justice, strength-based intervention, models of planned change, ecological systems perspective, attachment theory, and ethics. Students are also introduced to the concept of praxis as a conceptual tool to think critically about the knowing, doing, and being of CYC practice.

**CYCW-108****Special Topics in Child and Youth Care**

2 Credits (30:0:0 hours)

Students are introduced to special topics of significance for the prospective Child and Youth Care Worker; in particular, diversity/cross-cultural awareness and substance abuse issues.

**CYCW-110****Integration Seminar**

1 Credits (0:0:30 hours)

Students discuss field placement experiences and apply theory and skills from program course work to practice. Professional and ethical conduct in relation to field experience is a focus. Students practice the skills of group work, communication, and leadership at an intermediate level.

*Prerequisites:* CYCW 102. *Co-requisite:* CYCW 111.

**CYCW-111****Field Placement**

2 Credits (0:0:120 hours)

Through continuing participation and co-leadership in routines and activities, this second placement further develops the core skills of a competent child and youth care practitioner. Students advance their skill and knowledge by focusing on relationship as a therapeutic tool. Students are expected to demonstrate creativity in planning activities, to be more independent problem solvers, and to show initiative.

*Prerequisites:* CYCW 102 and CYCW 103. *Co-requisite:* CYCW 110.

**CYCW-112****Family Dynamics**

2 Credits (30:0:0 hours)

Students examine the family as a system within a broader ecological systems context. Students begin with an overview of basic family systems theory and then focus on the application of this core knowledge to their own family of origin. Through this self-study approach, students recognize and explore issues that may affect their ability to work with at-risk youth and families.

**CYCW-114****Individual Counselling**

3 Credits (45:0:0 hours)

Students continue to study the developmental model of individual counselling. Specific skills are taught that allow students to assist youth and adult clients in fully exploring and clarifying problem situations and missed opportunities in their lives; and to challenge their limited perspectives and access personal strengths, competencies and capabilities. Students are introduced to the solution-focused approach to helping, life space counselling, and spirituality in the helping process.

*Prerequisites:* CYCW 101.

**CYCW-200****Child/Youth Care Methods I**

3 Credits (45:0:0 hours)

Students explore competency-based approaches to working with children, youth and their families that can be used in a variety of settings. Developmental theory is reviewed and applied to youth. Principles of effective behaviour management are learned and applied to the development of short-term behaviour plans. Preliminary skills for the creation of intervention strategies and service plans for youth and families are practiced. Students explore an overall framework that enhances their developing attitudes and skills in working effectively with youth and families.

*Prerequisites:* CYCW 107.

**CYCW-201****Child and Youth Care Practice in Mental Health**

3 Credits (45:0:0 hours)

Students explore a range of childhood and adolescent mental health issues. The causes, symptoms and treatment of commonly diagnosed physical/organic, social, emotional and behavioural disorders are considered. Students examine a range of disturbances from a strength-based and family perspective, in terms of both assessment and management. Participants access their own resources and resiliencies as they address issues that are traumatic for self and clients. The role of the Child and Youth Care Worker in settings providing mental health services is examined.

**CYCW-202****Integration Seminar**

1 Credits (0:0:30 hours)

Students discuss field placement experiences and apply theories, knowledge and skills from second year course work to their Child and Youth Care field placement practice. Students practice group work skills in seminar sessions. Students explore the notion of "caring for the caregiver," designing and applying self-care strategies to themselves as helping professionals.

*Prerequisites:* CYCW 110 and CYCW 111. *Co-requisite:* CYCW 203.

**CYCW-203****Field Placement**

4 Credits (0:0:240 hours)

Students work in challenging child and youth care settings, with a focus on supporting youth and families to make effective change in their lives. In group care, family-based, or specialized community programs, students demonstrate individual counseling, life-space teaching, activity programming, and crisis intervention, along with the core competencies of relationship building, behaviour management, report writing and team work.

*Prerequisites:* CYCW 110 and CYCW 111. *Co-requisite:* CYCW 202.

**CYCW-204****Group Work**

3 Credits (45:0:0 hours)

Students explore the role of groups in the treatment process for children, youth and families in child and youth care contexts. Students extend individual counselling skills into group work practice in the life space. Students apply group facilitation skills in the classroom.

*Prerequisites:* CYCW 114

**CYCW-205****Issues in Family Work**

3 Credits (45:0:0 hours)

Students are introduced to conceptual frameworks to assess dysfunctional family systems and understand contemporary issues facing today's families. The perspective of family resilience is integrated with family developmental theory as a conceptual map to guide family intervention. Theoretical models of support programs and services available to families are also analyzed. Critical thinking is emphasized in relation to entry-level competencies in child and youth care.

*Prerequisites:* CYCW 112.

**CYCW-206****Child/Youth Care Methods II**

3 Credits (45:0:0 hours)

Students explore the process of altering the story about "self" which is held by the child, youth, and his/her family through the application of therapeutic interventions such as cognitive behavioural therapy and attachment-focused interventions and use of expressive therapies including creative journaling, music, play, drama, and bibliotherapy. There is a focus on aggressive youth and crisis intervention as well as the ethical considerations for child and youth care practitioners.

*Prerequisites:* CYCW 200.

**CYCW-207****Integration Seminar**

1 Credits (0:0:30 hours)

Students discuss field placement experiences and apply information and skills from course work completed. In this fourth seminar, students practice advanced group work skills and also engage in essential job search activities.

*Prerequisites:* CYCW 202 and CYCW 203. *Co-requisite:* CYCW 208.

**CYCW-208****Field Placement**

4 Credits (0:0:240 hours)

Students practice required entry-level competencies of a child and youth care worker. In group care, family-based or specialized community programs for youth and their families, the student demonstrates the competencies of service planning, implementation and evaluation within a service team.

*Prerequisites:* CYCW 202 and CYCW 203. *Co-requisite:* CYCW 207.

**CYCW-209****Family Support and Intervention**

2 Credits (30:0:0 hours)

Family assessment and intervention skills required to work in the life space are a major focus of this course. Activity based and solution-focused family interventions are applied.

*Prerequisites:* CYCW 205.

**CYCW-211****Development Across the Lifespan**

3 Credits (45:0:0 hours)

Students examine major developmental milestones and challenges across the lifespan, beginning at conception and ending with death and dying. Students explore various theoretical perspectives, and relevant research at all developmental stages. Students describe and apply the lifespan perspective to child and youth care practice with children, youth and families.

*Prerequisites:* CYCW 100.

**CYCW-302****Advanced Child and Youth Care Practice I: Linking Theory, Self and Ethics**

3 Credits (45:0:0 hours)

This in-depth course examines professional child and youth care practice and integration of theory, self, and ethical practice by focusing on the major theoretical change frameworks and their associated philosophies, goals, strategies and techniques. Students are challenged to identify their unique life-position lens, that is, how based on early life experiences, they position themselves in relation to others, and see the world and their place in it. Their life position lens will be considered in relation to various theoretical change models, and students will explore, develop and integrate their own theoretical orientation and perspective on change. Emphasis is placed on developing one's on-going self awareness, critical thinking abilities, and purposeful ethical CYC practice.

*Prerequisites:* CYCW 206.

**CYCW-303****Advanced Child and Youth Care Practice II: Relational-Centred Case Planning**

3 Credits (45:0:0 hours)

This course on inquiry into Relational-Centred Planning seeks to engage students in the complexity of assessment and planning from a relational-centred perspective. Students explore the core premises of relational-centred practice and demonstrate their relational skills and capabilities through critical self-reflection. This course also prepares students to engage in evidence-based inquiry within the theoretical underpinnings of relational-centred planning.

*Prerequisites:* CYWC 206, CYCW 302.

**CYCW-339****Applying Development Theory in CYC Practice I**

3 Credits (45:0:0 hours)

This in-depth course invites students to consider the implications of contemporary perspectives on traditional developmental theory and research for advanced Child and Youth Care practice. Emphasis is placed on the development of self and relationships in the contexts of the family, school, community, and client/worker relationship. The themes of resilience and diversity and their effects on development are explored. Students apply developmental perspectives to their own life experiences as these relate to their work with youth and families.

*Prerequisites:* CYCW 100, CYCW 211.

**CYCW-340****Applying Developmental Theory in CYC Practice II**

3 Credits (45:0:0 hours)

This advanced course invites students to consider the implications of contemporary developmental research and theory for advanced Child and Youth Care practice. Brain development, language development, sexuality and spiritual development are specifically examined. Themes of holistic practice and resiliency are incorporated and explored in depth throughout the course. Students apply developmental perspectives to their professional CYC practice.

*Prerequisites:* CYCW 100, CYCW 211 and CYCW 339.

**CYCW-350****Law and Social Services**

3 Credits (45:0:0 hours)

This course provides students with a basic introduction to law and legal issues in the child welfare system. The child and youth care role requires increasing knowledge of the law and awareness of ethical and legal obligations for the professional child and youth care practitioner. Throughout the course, consideration is given to the function of law as an institution and the role of law as an expression of social policy. The course instills an awareness of legal principles and the rights of clients, and the responsibility of social services staff to uphold these rights. The course provides a knowledge base in family and child protection law, civil liberties, court procedures and hearings, and evidence-giving skills.

**CYCW-360****Abuse and Neglect**

3 Credits (45:0:0 hours)

Students explore their own values and attitudes toward abuse and neglect and critically examine theory and research relating to child and family abuse and neglect. Definitions of abuse and neglect are explored across different historical and cultural contexts. Students learn the causes, indicators, dynamics, and consequences of abuse and neglect for individuals, families and communities. Students prepare to recognize, assess, respond, and intervene competently in situations of abuse and neglect as they arise in their child and youth care field placement, workplace or community.

**CYCW-361****Substance Abuse**

3 Credits (45:0:0 hours)

Students analyze and compare theories, principles, systems, issues, and the interventions in the field of alcohol and substance abuse as they pertain to child and youth care practice with children, youth, families, and communities. Students explore their personal beliefs, values, and ethics regarding both substance abuse and how change occurs. They consider how these beliefs, values and ethics may impact their work with clients.

*Prerequisites:* CYCW 108.

**CYCW-411****Advanced Field Placement I**

3 Credits (0:0:150 hours)

In this supervised field placement, students focus on a specific area of practice and on locating their placement setting in terms of its social context. Relevant legislation and social policy are examined and the impact of these on agency policy and practice is explored. Students examine agency mission, structure, professional roles, and service delivery model of their placement setting, and evaluate how these elements relate to the needs of the clients being serviced. Students critically assess their professional values, ethics and practice.

*Prerequisites:* CYCW 302, CYCW 303, CYCW 339 and CYCW 340.

*Co-requisites:* CYCW 474 or permission of the program.

**CYCW-412****Advanced Field Placement II**

3 Credits (0:0:140 hours)

In this supervised field placement, service planning, assessment skills, intervention strategies, evaluation skills and/or project planning and delivery skills are applied at an advanced level. Students integrate current Child and Youth Care theory and research into their practice. Professional values and ethical practice are critically analyzed. Students are challenged to develop and articulate their own professional identity. Students access the expertise of other professionals and function as partners in the workplace and on service teams.

*Prerequisites:* CYCW 302, CYCW 303, CYCW 339, CYCW 340,

CYCW 411.

**CYCW-423****Child and Youth Care Research**

3 Credits (45:0:0 hours)

Students are introduced to the principles of the scientific method of inquiry and the skills necessary to design and implement a course-based research project. Within an applied research context, students are introduced to the major research paradigms (positivism, interpretivism, and critical science) and strategies of inquiry (qualitative, quantitative, and mixed method). Students select a topic of interest, frame a researchable question, map-out a literature review plan, design a sample strategy, collect and analyze data, and showcase their projects in a poster session.

**CYCW-425****Quantitative and Qualitative Analysis**

3 Credits (45:0:0 hours)

Students examine statistics as a set of tools and techniques used to organize, describe and interpret information. The strengths and weaknesses of statistical analysis as one component of the research methodology are appraised. Statistical techniques discussed include measures of central tendency, correlation coefficients, normal distributions, t-tests and analysis of variance. Introduction to quantitative research design includes but is not be limited to concepts such as statistical significance, sample size, reliability, variance and research design. Collection and analysis of qualitative research data is also introduced, and the relevance of this approach to child and youth care practice and research is explored.

**CYCW-465****Advanced Child and Youth Care Practice with Community Groups**

3 Credits (45:0:0 hours)

Child and youth care is an increasingly complex work environment. This course investigates some of these complexities from a child and youth care perspective. Students further develop their skills and knowledge about working with and in communities. Emphasis is placed on conceptualizing and analyzing effective community practice skills and the ability to work in complex environments. These skills include collaboration, community-based approaches and working as a member of a multi-disciplinary team. Exploring the concept of advocacy, including the differences between self, individual and systemic advocacy, for the children, youth and families served continues to be important. Aspects of supervision and management from a child and youth care perspective are explored and applied to practice situations.

*Prerequisites:* CYCW 204.**CYCW-466****Advanced CYC Practice with Families**

3 Credits (45:0:0 hours)

Students learn about current conceptual frameworks and models for understanding family functioning and parenting. Family assessment methodologies and interventions which are appropriate to Child and Youth Care settings are studied. This course builds on existing theories of family functioning and intervention strategies to create a Child and Youth Care theory and approach to working with families.

*Prerequisites:* CYCW 209, CYCW 339, CYCW 340. *Co-requisite:* CYCW 412 or permission of the program.**CYCW-474****Advanced CYC Practice with Individuals**

3 Credits (45:0:0 hours)

Students focus on advanced skills and frameworks for Child and Youth Care practice with individuals. Using a relational perspective, students integrate and apply a range of theories for counselling individual children, youth, and family members including: life-space counselling, resiliency based and solution focused interview approaches, and the developmental model of counselling. Spirituality and cross-cultural issues are considered, as they relate to counselling individuals. Students examine literature and research relevant to counselling in Child and Youth Care practice.

*Prerequisites:* CYCW 114, CYCW 339, CYCW 340. *Co-requisite:* CYCW 411, or permission of the program.**DESN-100****Drawing for Communication**

3 Credits (30:30:0 hours)

This course fosters creative thinking through brainstorming, rapid visualization, sketching and storyboarding. Design concept and ideation are emphasized as students are challenged to express original ideas on paper. Students develop a visual vocabulary for the exploration and representation of ideas through the study of line, gesture, media and mark-making, observational exercises and other drawing techniques.

**DESN-101****Drawing**

3 Credits (15:45:0 hours)

Students apply the principles of linear perspective and structural analysis to represent observed subjects. With a focus on the formal principles of pictorial composition, students investigate the expressive potential of drawing and are introduced to the representation of human figure.

*Prerequisites:* DESN 100.**DESN-110****Design Studio I: Visual Organization, Composition and Visual Language**

3 Credits (30:30:0 hours)

This course introduces the foundational elements and principles of two- and three-dimensional design as they relate to visual communication. Design process and problem solving through project-based studies are emphasized as students acquire the fundamentals of visual language, composition and colour. This course also introduces students to the principles of visual communication theory and selected aspects of the history of two- and three-dimensional design.

**DESN-120****Introduction to Design Software**

3 Credits (30:30:0 hours)

This course introduces the digital work environment of a visual communication designer. Students develop a foundation of software skills while attending to best practices of reliable organizational and file management habits, suitability of software application for a variety of production outcomes and technology problem solving skills.

**DESN-150****Image Structure and Meaning**

3 Credits (30:30:0 hours)

Students develop visual sensitivity through the creation of static and dynamic images using photography and video. Composition, framing, viewpoint and use of light are studied and practiced as students visually explore the world around them. Students research a range of subject matter in order to develop a message as well as compose, shoot and edit photographs and video. Special consideration is given to the relationship between composition and communicative value. This course also introduces students to the basic principles of communication theory and selected aspects of the history of the lens arts.

**DESN-210****Design Studio II: Intradisciplinary Design Projects**

6 Credits (60:60:0 hours)

With a focus on concept development, this course explores, in an intradisciplinary context, the multiple specialty areas within the discipline of visual communication design. Special consideration is given to adaptability of message to audience, media and context of use. The role of the designer, design research and process, and project management are emphasized in a project-based context, as students are challenged to develop original concepts, sound rationales and formal solutions to real-life design problems. Principles of visual communication theory and visual rhetoric are introduced, along with selected aspects of the history of design.

*Prerequisites:* DESN 100, DESN 110, DESN 120, DESN 150.



**DESN-230****Typography I**

3 Credits (30:30:0 hours)

Students are introduced to the history and development of letterforms, the typographic system and the use of typography as it relates to visual communication design. Terminology, systems of measurement, type families and classification are explored, while students study the structure and use of letterforms, words and sentences for expressive purposes. In a project-based context, there is special emphasis on the fundamentals of legibility, readability and hierarchies of information, as students create posters, logotypes and basic layouts.

*Prerequisites:* DESN 100, DESN 110, DESN 120.

**DMWP-100****Essential Anatomy and Physiology**

3 Credits (45:0:0 hours)

The structure and function of the normal human body are examined. The respiratory, cardiovascular, gastrointestinal, genitourinary, nervous, reproductive, musculoskeletal, integumentary, lymphatic, hematological, immune/inflammatory, special sense organs and endocrine systems are explored. Terminology particular to description and organization of human anatomy is introduced. Students acquire medical terminology necessary to communicate information in a disability management environment and to understand medical documentation.

**DMWP-102****Medical and Pharmaceutical Concepts**

3 Credits (45:0:0 hours)

A wide range of medical and pharmaceutical topics that the disability management practitioner may be exposed to via medical documentation, discussions with healthcare professionals, and the disabled or ill individual are addressed. Basic medical and pharmaceutical terminology are introduced to enable students to read medical reports and engage in conversations related to return to work management. Common diagnostic and clinical procedures pertinent to cardiovascular, respiratory, digestive, genitourinary, reproductive, nervous, musculoskeletal, integumentary and endocrine systems are also examined. Students investigate common pharmaceutical, non-pharmacological, and complementary therapies utilized to treat various common conditions so that they better understand reports and discussions on these topics. Mental health issues, psychosocial factors, and their impact on the return to work process, are appraised. As a component of the practitioner's role, health and wellness concepts are emphasized in assisting an individual's journey during the return to work process.

**DMWP-104****Introduction to Disability Management**

3 Credits (45:0:0 hours)

The concepts, principles, models, and stakeholder roles relevant to the field of disability management are examined. The social, vocational and financial components of a disability management program are identified. The key aspects of a disability management program are presented, as well as industry-based application techniques. Trends and issues within the specialty field are addressed. Students will explore their professional responsibilities, the value of this field, and the growing demand for competent disability management practitioners.

**DMWP-110****Ethics and Professionalism in Disability Management**

3 Credits (45:0:0 hours)

Standards of practice for consensus-based disability management are focused upon in this course. Students examine ethics, values and principles related to disability management practice settings. Analysis of various ethical and professional issues of the disability management practitioner is emphasized. Opportunities for professional growth and networking are addressed.

*Prerequisites:* DMWP 104.

**DMWP-112****Health, Social and Legislative Foundations**

3 Credits (45:0:0 hours)

Students examine legislation relevant to the workplace, such as employment standards, privacy legislation, labour relations, human rights, occupational health and safety, workers compensation legislation, and their impact on disability management practices. The evolution of work and the relationship of compensation, benefits, and return to work planning within disability management are addressed. Occupational health and safety issues and trends in the workplace are analyzed. Students identify occupational hazards and lifestyle issues, and discuss their impact on the worker and the disability management program.

**DMWP-114****Conflict and Crisis Management in Return To Work**

3 Credits (45:0:0 hours)

Students are introduced to a framework for conflict resolution in disability management. Introduction to an interest-based conflict resolution process guides the learner to assess their personal conflict resolution style and to determine the impact of various communication skills, emotions and grief during conflict and crisis situations. Group productivity and effectiveness are discussed within the context of managing difficult situations. The application of mediation, negotiation, facilitation and interview skills are addressed. Strategies to diffuse volatile situations in relation to the return-to-work process are examined.

*Prerequisites:* INTD 105.

**DMWP-116****Return to Work Management**

3 Credits (45:0:0 hours)

The process to accommodate ill or injured employees is the focus of this course. Students utilize a consensus-based model to develop, implement and evaluate return to work plans or programs for employees (including returning older workers, women and various cultural groups). Cost/benefit analysis, benchmarking, auditing, and the preparation of a business plan for a disability management program are examined. The management of difficult disability cases is explored by students. Also addressed are the roles and responsibilities of case managers. Various models and processes of case management are examined as they apply within return to work coordination and disability management. *Prerequisites:* DMWP 104.

**DMWP-118****Field Placement I**

3 Credits (15:0:100 hours)

A supervised application of the disability management program concepts occurs in an occupational setting. Through self-determined goals, the student designs and completes a project utilizing the application of disability management theory, and practice standards in the delivery of consensus-building disability management. Following a relevant literature review, the student develops a comprehensive return to work plan for an employee of the field placement organization. Students function as a member of the team, working within legal, ethical, professional, and organizational parameters. *Prerequisites:* DMWP 116.

**DRMA-102****Play Analysis**

3 Credits (30:60:0 hours)

Although it explores the influence of drama as theatre, Drama 102 concentrates on the critical analysis of the dramatic text. Through the study of scripts representing the major historical periods when drama significantly influenced society, students become aware of the basic elements of dramatic structure. The influence of drama on contemporary society is part of this exploration. Students are required to attend and study at least two productions during the current term.

**DRMA-149****Introduction to Dramatic Process**

3 Credits (0:78:0 hours)

This course is designed for students with little or no previous experience in drama and therefore introduces students to the process of acting and dramatic form. By improving their improvisational techniques in the disciplines of speech and movement, students develop an increased awareness of the art of drama in relationship with the process of the actor. The class focus is on concentration and group dynamics; there is no scripted work. Attendance is essential.

**DRMA-247****Introduction to Oral Communication**

3 Credits (0:78:0 hours)

This course helps students improve their oral communication and oral interpretation. It includes voice production appropriate for public speaking and for literary interpretation of prose, poetry, and drama. The course begins with how the voice is produced and progresses with various specifics of prose and poetry, scripted and improvisational speaking, and the effective delivery of dramatic literature (reader's theatre and theatrical monologues). The course concentrates on individual student presentations of both original and scripted material.

**DSLC-214****Seminar I**

1 Credits (0:0:15 hours)

Students discuss field placement experiences and have the opportunity to reflect on the application of theory to practice. Grounded in evidence based practice, the importance of professional and ethical conduct within a team structure are explored and developed. Students begin to develop the skills and attitudes of a reflective practitioner. Basic multimedia presentation skills are learned as a means to communicate information. The process of developing professional portfolios is initiated. *Co-or Prerequisites:* DSLC 215, DSLC 216, DSLC 217, DSLC 218, DSLC 219.

**DSLC-215****Field Placement I**

2 Credits (0:0:120 hours)

In this supervised field placement, students apply and enhance their skills and knowledge in person directed practice, family support, facilitating learning, and advocacy and activism. Students integrate current disability studies theory and research into their practice. Ethical and values based practice are applied and critically analyzed. Students access the expertise of supervisors, peers, families, and individuals they support in order to function as an effective team member. *Co- or prerequisites:* DSLC 214, DSLC 216, DSLC 217, DSLC 218, DSLC 219.

**DSLC-216****Person Directed Practice**

3 Credits (45:0:0 hours)

Students develop person directed practices that focus on strengths, gifts, relationships, and community connection in supporting people with disabilities to have meaningful lives of their choosing. Students learn to facilitate person directed plans that support positive outcomes for individuals with disabilities. Students select and apply planning approaches that incorporate the practices of inclusion, empowerment, and individualization in the planning process.

**DSLC-217****Family Support**

3 Credits (45:0:0 hours)

Theoretical approaches to understanding family systems, considering the psychological, social, and cultural factors affecting families, are discussed. Students explore the importance of the family as it responds to and impacts upon members with disabilities. Approaches to identifying and supporting diverse family strengths and needs are examined and applied to communication, support, and professional boundary issues that may arise when working in family homes.

**DSLC-218****Advocacy and Activism**

2 Credits (30:0:0 hours)

Advocacy and social activism are important processes that support people with disabilities in achieving equal citizenship. Personal, cultural, and structural oppression are examined as the means by which people with developmental disabilities are excluded from equal citizenship. Students develop a working knowledge of advocacy and social movement theory, as well as human rights legislation as foundations for empowerment work. Students examine current techniques and approaches in supporting self-advocates who are working within and outside of systems to effect change in order to achieve lives of equality and full inclusion. Students learn to work within a critical ethical framework as they develop their role as an ally.

**DSLC-219****Positive Approaches to Learning**

3 Credits (45:0:0 hours)

The shift from person centred to person directed planning is evident in the disability service sector. As part of a self-directed plan, individuals with developmental disabilities are encouraged to identify personal learning goals. Students are introduced to adult development and learning, processes of formal and informal assessment, and interpretation of assessment reports as part of supporting individuals with disabilities to meet their personal learning goals. Teaching strategies that support individual skills development are developed. Methods to evaluate the effectiveness of the teaching strategies are explored.

**DSLC-223****Positive Behaviour Support**

2 Credits (30:0:0 hours)

Positive behaviour supports refers to innovative ways of supporting individuals with complex needs so that they can lead lives of belonging and meaning. Students develop creative supports based on a deep understanding of the person and his or her unique challenges, such as the impact of disability, addictions, mental health concerns, conflict with the law, and history of trauma. Students acquire a solid foundation of functional assessment approaches and strategies used in the disability service sector. The knowledge and skills are used as a foundation for students to develop, implement and evaluate positive support plans. Students also learn strategies required to manage critical incident and crisis situations.

**DSLC-225****Personal Care and Wellness**

3 Credits (30:30:0 hours)

Students examine practices that promote healthy living and wellness for individuals with developmental disabilities including individuals with complex health needs. Students integrate theory and skills related to health promotion measures that contribute to optimal quality of life in terms of social, emotional, occupational, spiritual, mental, environmental, and physical health across the life span for individuals with developmental disabilities. Students create wellness plans and develop knowledge and skills in nutrition; tube feeding; seating, lifting, carrying and transferring procedures; and wheelchair maintenance. Students are required to demonstrate competencies in medication administration, universal health precautions, feeding, and wheelchair safety and maintenance.

**DSLC-226****Approaches to Building Community**

3 Credits (45:0:0 hours)

Students examine the concepts of community building and development, and apply them to the practice of supporting people with disabilities. Students learn how community capacity and strong community connections enable the people they support to live lives of meaning, connection, and contribution.

**DSLC-227****Supervision and Organizational Leadership**

3 Credits (45:0:0 hours)

Students examine the importance of strategic planning as a way to guide organizations within the disability service sector. Students explore various theories of management, leadership, and supervision and the skills required to effectively manage teams and organizations, and facilitate organizational change. Strategies to foster diversity and inclusion are also examined along with issues unique to the disability service sector.

**DSLC-229****Seminar II**

1 Credits (0:0:15 hours)

Grounded in evidence based practice, professional and ethical conduct within a team structure are demonstrated. Students demonstrate advanced skills and attitudes of a reflective practitioner. Students discuss field placement experiences and have the opportunity to reflect on the application of theory to practice. Students create and present multimedia presentations. Comprehensive professional portfolios are completed and job search processes are practiced.

*Prerequisites:* DSLC 214, DSLC 215. *Co- or prerequisites:* DSLC 223, DSLC 225, DSLC 226, DSLC 227, DSLC 230.

**DSLC-230****Field Placement I**

3 Credits (0:0:180 hours)

In this supervised field placement, students apply and enhance their skills and knowledge in community building, organizational leadership and supervision, providing positive behavioural support, providing personal care and promoting wellness. Students integrate current disability studies theory and research into their practice. Ethical and values based practice are applied and critically analyzed. Students access the expertise of supervisors, practitioners, families and individuals they support in order to function as an effective team member. Students develop their professional identity and focus of future practice.

*Prerequisites:* DSLC 214, DSLC 215. *Co- or prerequisites:* DSLC 223, DSLC 225, DSLC 226, DSLC 227, DSLC 229.

**EASC-101****Introduction to Physical Science**

3 Credits (45:36:0 hours)

This course provides an introduction to the origin of the Earth and solar system, the concept of geological time, and the identification of minerals and rocks. The theory of plate tectonics and the resulting structural features of the Earth are covered. Surface weathering processes and principles of geomorphology are described. **Note:** Credit can only be obtained for one of EASC 100 and EASC 101.

**EASC-102****Introduction to Environmental Earth Science**

3 Credits (45:36:0 hours)

In this course, the global energy budget and major energy pathways, the Earth's patterns of weather systems and their impact on temperature, precipitation, moisture and winds are covered. Atmospheric and oceanic circulation systems and their effect on the global environmental system are discussed. Components of the atmosphere and their interactions to create weather and climate are also topics dealt with in this course. The hydrologic cycle and local water balance calculations are examined. Biological ecology and global biomes are examined. **NOTE:** Credit can only be obtained for one of EASC 100 and EASC 102.

**EASC-103****Historical Geology**

3 Credits (45:36:0 hours)

This course provides a study of the geologic history of the Earth from the development of the solar system to the present. The role of geochronology, stratigraphy, sedimentary and structural geology, as well as aspects of plate tectonics in paleontology are discussed. The origin and evolution of life are explored, along with an examination of fossilization. A time-sequence analysis of the Earth's geologic past is performed using the development and movement of continents, orogenies, changes in sea-level and the appearance and evolution of life through fossils. The focus will be on the North American continent. **NOTE:** Credit can only be obtained for one of EASC 103 and EASC 105

*Prerequisites:* Minimum grade of C- in EASC 101.

**EASC-206****Geology of the Solar System**

3 Credits (45:0:0 hours)

This course demonstrates how information gleaned from both manned and robotic space missions, as well as astromaterials available for direct study, are used to gain an understanding of the geology of our Solar System. Geological processes that were, and continue to be, active in the Solar System are examined with a special emphasis on impact cratering. The similarities and differences in the geology of planets, how these relate to the origin and evolution of the Solar System, and their implications for the search for life are also investigated.

*Prerequisites:* Minimum grade of C- in one of EASC 100, EASC 101 or in ASTR 120.

**EASC-208****Introduction to Global Change**

3 Credits (45:0:0 hours)

This course examines the natural and human-generated causes of global scale environmental change. Included are the roles of the atmosphere, oceans, biosphere and cryosphere in the processes of environmental change and as monitors of that change. Relationships between levels of technology and development, and the character of environmental change associated with human activity are investigated.

*Prerequisites:* Minimum grade of C- in EASC 100 or EASC 102.

**EASC-209****Geology of Western Canada and the National and Provincial Parks**

3 Credits (45:0:0 hours)

This course presents an overview of the geology and landscapes of Western Canada. The exposed rock of the prairie and mountain parks of Alberta and British Columbia are discussed within a regional geological context and examples from parks such as Yoho, Banff, Jasper, Dinosaur, and Kananaskis are featured. Geological processes of mountain building and past and present landscape evolution are emphasized.

*Prerequisites:* Minimum grade of C- in EASC 100 or in EASC 101.

**EASC-219****Mineralogy**

3 Credits (45:36:0 hours)

This course employs a theory and lab-oriented approach to understanding mineralogy. Topics include mineral origin and formation, classification and crystallography. Hands-on mineral identification will be undertaken in the labs with a focus on major rock forming minerals, such as the silicates. The opportunity to examine rare meteorites in thin section will also be provided. Students will be assigned their own petrographic microscope for use during the term, with an additional lab designed to utilize the Raman microscopy. A field trip to the Royal Alberta Museum will be conducted during the term.

*Prerequisites:* Minimum grade of C- in EASC 105 or in EASC 103.

**EASC-221****Introduction to Geographic Information Systems and Remote Sensing**

3 Credits (45:36:0 hours)

This course provides a theoretical and practical introduction to Geographic Information Systems (GIS) and remote sensing as applied to the geological sciences. Lectures combine an overview of the general principles of GIS and remote sensing with a theoretical treatment of the nature and analytical use of spatial information. Labs impart the technical aspects through hands-on experience with appropriate software.

*Prerequisites:* Minimum grade of C- in one of EASC 100, EASC 101 or in ANTH 206.

**EASC-225****Introduction to Geomorphology**

3 Credits (45:36:0 hours)

This course employs a process-oriented approach to gain an understanding of geomorphology. Fluvial, glacial and periglacial slope, and aeolian landforms are examined. Special emphasis is placed on the landscape of Alberta and the geomorphology of the late Cenozoic, especially of the Quaternary Period. Fieldwork is required.

*Prerequisites:* Minimum grade of C- in EASC 100 or EASC 101.

**EASC-226****Introduction to Soil Science**

3 Credits (45:36:0 hours)

This course examines the fundamental aspects of soil formation and soil occurrence in natural landscapes. Physical, chemical, mineralogical, and biological properties of soils are emphasized, and how these properties relate to plant growth and environmental quality. Identification of soils is practiced and estimates of their performances in both natural and agricultural ecosystems are analyzed. **Note:** A 100-level chemistry course is strongly recommended.

*Prerequisites:* Minimum grade of C- in EASC 100, EASC 101, EASC 102 or ANTH 206.

**EASC-230****Invertebrate Paleontology**

3 Credits (45:36:0 hours)

This course addresses principles and problems associated with paleontology in areas such as evolution, mass extinction, paleoecology, functional morphology, biogeography and biostratigraphy. There is a systematic coverage of invertebrate fossils, including microfossils, Porifera, Cnidaria, Brachiopoda, Bryozoa, Mollusca, Echinodermata and Arthropoda. Labs promote recognition of fossils and their attributes.

*Prerequisites:* Minimum grade of C- in EASC 103 or EASC 105.

**EASC-238****Geology of Natural Resources**

3 Credits (45:0:0 hours)

This course consists of the geological study of the major types of economically important metallic and nonmetallic ore minerals and energy resources. Basic processes which form and concentrate these materials in the Earth are examined. Various methods of exploration and mining of the resources are detailed. Alberta's coal and petroleum resources are emphasized. Environmental effects of the production and use of mineral and energy resources are discussed.

*Prerequisites:* Minimum grade of C- in EASC 100 or in EASC 101.

**EASC-270****The Atmosphere**

3 Credits (45:0:0 hours)

This course provides an introduction to weather and climate with a descriptive, rather than a mathematical approach. Topics include the composition and structure of the atmosphere, temperature, pressure, circulation, humidity, instability and storm systems. Weather forecasting methods and global climatic change are also discussed.

*Prerequisites:* Minimum grade of C- in any 100-level Physical or Biological Sciences course.

**EASC-294****Resources and the Environment**

3 Credits (45:0:0 hours)

This course examines the many environmental and sustainability issues related to both renewable and non-renewable resource development and extraction. The focus of the course is how humans exploit natural resources and challenges this presents to environmental sustainability.

*Prerequisites:* Minimum grade of C- in any 100-level Physical Science course or in BIOL 107 or in BIOL 108.

**EASC-320****Introduction to Geochemistry**

3 Credits (45:36:0 hours)

This course provides an introduction to the interdisciplinary science of geochemistry. The first part of the course examines our home planet from a geochemical perspective and includes formation of the Earth and our solar system, the origin of the elements and their distribution within the Earth, and evolution of the crust, mantle and core. An introduction to the essential geochemical tools of thermodynamics and kinetics, isotope geochemistry and trace element geochemistry is also provided. The second part of the course examines the geochemistry of igneous, sedimentary and metamorphic rocks and will cover topics as diverse as the melting and crystallization of rocks to the contamination of our water supplies and the stability of carbonates in our oceans.

*Prerequisites:* Minimum grade of C- in EASC 224 and CHEM 102 .

**EASC-324****Quaternary Environments**

3 Credits (45:36:0 hours)

This course offers an introduction to the Quaternary Period. It provides a broader context for studying modern environmental phenomena and delivers an overview of the key techniques and proxies used in reconstructing Quaternary environmental histories. The course situates the Quaternary within a broad history of Earth's climate, discussing Quaternary glaciations and conditions during and since the last Ice Age in detail. This course also reviews the methodologies used to reconstruct past conditions, focusing on how these methods are used as windows into the past. The course concludes with the detailed examination of several Canadian case studies using the latest research and environmental reconstructions, such as (but not restricted to) the glaciation and deglaciation of Alberta; Quaternary environmental change in the Canadian Arctic Archipelago; and the paleoenvironments of Beringia. The laboratory classes give hands-on experience with basic environmental reconstruction methodologies.

*Prerequisites:* Minimum grade of C- in EASC 208 or EASC 225 or ANTH 206.

**EASC-334****Planetary Surface Imaging**

3 Credits (45:36:0 hours)

Satellite imagery is being used more and more frequently to assess everything from oil spills to fire hazards, from mining potential to archaeology, from water on Mars to methane lakes on Titan. In this course, students will learn to interpret images from several different satellite and airborne instruments for applications in geology, environmental studies, urban planning, mining, archaeology, forestry, and planetary science.

*Prerequisites:* Minimum grade of C- in any 200-level EASC course or ANTH 206

**EASC-373****Anthropogenic Global Warming**

3 Credits (45:0:0 hours)

This course provides an advanced examination of the natural physical processes that have driven the global climate system in the past and present. It focuses in particular on how humans are interfering with the climate system and the potential future consequences. It further provides an introduction to simple on-line computer models of the climate system.

*Prerequisites:* Minimum grade of C- in EASC 208 or EASC 270.

**EASC-374****Sustainable Energy Development**

3 Credits (45:0:0 hours)

This course provides an advanced examination of the concept of sustainable energy development. The focus is on energy development in a broad global and socio-economic context, specific clean energy technologies, and societal challenges related to creating a shift to a more sustainable energy mix. **Note:** PHYS 261 and EASC 373 are recommended.

*Prerequisites:* Minimum grade of C- in EASC 208.

**EASC-375****Paleoclimatology**

3 Credits (45:0:0 hours)

This course provides an extensive overview of the methods used in paleoclimate research and an in-depth examination of important climate events since the Late Proterozoic, with a concentration on the Late Mesozoic and Cenozoic. Aspects of creating paleoclimate reconstructions, climate effects on geological and biological processes, and the modelling of present climate and extrapolation to past and future climates are emphasized.

*Prerequisites:* Minimum grade of C- in EASC 208.

**EASC-495****Special Topics**

3 Credits (0:0:45 hours)

This course involves reading, discussing and critically evaluating current research on specialized topics in Earth and Planetary Science. Topics covered vary with the interests of students and faculty. Students should consult with faculty members in the Earth and Planetary Science area for details regarding current offerings. **Note:** this course is intended for students in the final year of their degree. This course may be taken twice for credit.

*Prerequisites:* Minimum grade of B- in a 300-level Earth and Planetary Science course and permission of the department.

**EASC-498****Independent Research**

3 Credits (0:72:0 hours)

In this course, students will plan, execute and report the results of an independent research project in chemistry under the direction of a faculty supervisor. To be granted enrollment in the course, the student must have made prior arrangements with a faculty member willing to supervise the research project. **Note:** This course is intended for students in the final year of their degree. This course can be taken twice for credit. *Prerequisites:* A minimum grade of B- in a 300-level Earth and Planetary Science course relevant to the proposed research.

**ECDV-101****Healthy Environments for Early Learning and Care**

3 Credits (45:0:0 hours)

In this introductory course, students explore the components of quality early childhood settings. Attention is paid to relevant legislation, regulation, standards and appropriate practices in environments for young children. Selected types of programs for early learning and care are examined. The role of the early childhood educator in creating healthy safe environments for children and their families is discussed. Students reflect on the personal attributes of the early childhood professional.

**ECDV-102****Curriculum I: Creative Expression in Early Learning and Care**

3 Credits (45:10:0 hours)

Students explore the creative curriculum in programs for early learning and care. They select, plan and implement creative experiences to support the development of literacy, numeracy/math, art, music and dramatic play. Age and developmentally appropriate curriculum and planning concepts including planning for child centred play experience are introduced. The importance of aesthetics in an early learning environment is introduced. The early learning teacher's role and the child's role in curriculum development are explored. Students collect and use resources to support the creative curriculum in early childhood settings.

**ECDV-110****Child Development I**

3 Credits (45:0:0 hours)

In conjunction with ECDV 160, this course provides the students a basic understanding of the growth and development of young children. The focus is on developing a sensitivity to children and the world in which they live, based on historical and current perspectives. Course content includes current and emergent theories and their influence on creating a developmental framework for understanding the study of children. The impact of diversity, culture and lifestyle on child rearing and identity formation is discussed. Students use techniques for observing children's behaviours and documenting developmental outcomes.

**ECDV-115****Communications I: Interpersonal Competencies**

2 Credits (30:0:0 hours)

This is the first of three courses in an integrated communications stream that support students' personal and professional development. Focus is on identity information as affected by socialization processes, diversity issues and the role of culture for children and adults. An introduction to developing team concepts and team processes with a view to developing skills in nurturing positive interactions is considered. An emphasis is placed on developing safe, supportive verbal and emotional environments for successful learning for children and adults. A theoretical base for communication is introduced.

**ECDV-120****Field Placement I**

3 Credits (0:0:200 hours)

This is the first of four field placement courses designed to support the student's progressive development of skills. Field placement provides students with the opportunity to blend theory from classes with practice in early childhood settings. Students are mentored by a university field placement coordinator. Students are assessed in the following categories: professional suitability, participation and performance, and play and curriculum experiences. The focus in this first field placement is on focused observation of, and thoughtful interaction in, children's play and learning; on developing beginning skills in planning, and on demonstrating professional attitudes by being responsible, cooperative and thoughtful.

*Prerequisites:* ECDV 101, ECDV 102, ECDV 110 and ECDV 115.

*Co-requisite:* ECDV 125.

**ECDV-125****Integration Seminar I**

1 Credits (0:0:15 hours)

This course provides an opportunity to reflect on professional practice with peers under the guidance of an instructor. Field placement issues are discussed and class learning in Term I is integrated with practical field experiences. Seminar focuses on recognized early learning and care practice across a broad range of early childhood programs. It also provides an opportunity to discuss issues and explore topics in early learning and care. Seminar engages students at a variety of practice levels. Students come to an integrated grouping in seminar with different experiences in field placement.

*Prerequisites:* ECDV 101, ECDV 102, ECDV 110, ECDV 115. *Co-requisite:* ECDV 120.

**ECDV-155****Curriculum II: Learning Through Play**

3 Credits (45:10:0 hours)

In this course, students explore the nature and development of play in the lives of children. Students learn how to research, organize and prepare meaningful and aesthetic play experiences and play spaces to enhance learning and development in early learning and care settings. Through active exploration, students gain a personal appreciation of the value and functions of play, an understanding of the importance of organization and presentation of materials for play, and their role as adult facilitators. A primary focus is working with preschool children.

*Prerequisites:* ECDV 101, ECDV 102, ECDV 110, ECDV 115, ECDV 120, ECDV 125, and ENGL 111 or consent of the department.

**ECDV-160****Child Development II**

3 Credits (45:0:0 hours)

In conjunction with ECDV 110, the course provides students with a basic understanding of the growth and development of young children. The focus is on recognizing typical milestones across all developmental domains, and building on theories of child development presented in ECDV 110. Diversity issues are discussed. Observation techniques are used to document children's development and to make recommendations for programming. Students discuss how cultural values impact child rearing practices. The effects of abuse and resilience in development are discussed.

*Prerequisites:* ECDV 101, ECDV 102, ECDV 115, ECDV 120, ECDV 125. Minimum grade of C in ECDV 110.

**ECDV-165****Communications II: A Constructivist Approach to Child Guidance**

3 Credits (45:0:0 hours)

This is the second of three courses in an integrated communications stream that support students' personal and professional development. There is focus on developing skills and strategies for guiding children's behaviour in developmentally responsive and supportive ways. Knowledge of child development assists students to understand the issues and techniques presented, and the importance of fostering a strong sense of self and identity. The difference between discipline and guidance is discussed. Students have opportunities to practice communication and guidance skills that support positive interactions with children. Strategies for supporting children with challenging behaviours are introduced.

*Prerequisites:* ECDV 101, ECDV 102, ECDV 110, ECDV 115, ECDV 120, ECDV 125. *Co-requisite:* ECDV 160.

**ECDV-170****Field Placement II**

3 Credits (0:0:200 hours)

This is the second of four field placement courses designed to support the student's progressive development of skills. Field placement provides the student with the opportunity to blend theory from classes with practice in early childhood settings. The student is mentored by a university field placement coordinator. Students are assessed in the following categories: professional suitability, participation and performance, and play and curriculum experiences. In this field placement, students begin to demonstrate effective communication skills and guidance strategies with young children, and continue to develop skills for observing children and planning for safe and interest based play experiences to meet individual and group needs.

*Prerequisites:* ECDV 155, ECDV 160, ECDV 165 and ECDV 210, plus a minimum grade of C in ECDV 120 and ECDV 125. *Co-requisite:* ECDV 175.

**ECDV-175****Integration Seminar II**

1 Credits (0:0:15 hours)

This course provides an opportunity to reflect on professional practice with peers under the guidance of an instructor. Field placement issues are discussed and class learning in Term II is integrated with practical field experiences. Seminar focuses on recognized early learning and care practices across a broad range of early childhood programs. It also provides an opportunity to discuss issues and explore topics in early learning and care. Seminar engages students at a variety of practice levels. Students come to an integrated grouping in seminar with different experiences in field placement.

*Prerequisites:* ECDV 155, ECDV 160, ECDV 165 and ECDV 210 plus a minimum grade of C in ECDV 120 and ECDV 125. *Co-requisite:* ECDV 170.

**ECDV-201****Curriculum III: Planning for Early Learning and Care**

3 Credits (45:10:0 hours)

This course focuses on the principles of constructivism, emergent curriculum and inclusive planning in early learning and care environments. Students gain an understanding of, and practice in using a planning cycle for play-based early learning experiences that integrate literacy, numeracy, social studies, science and fine arts. Students document children's learning. Collection and use of resources for planning are emphasized.

*Prerequisites:* ECDV 155, ECDV 160, ECDV 165, ECDV 170, ECDV 175 and ECDV 210.

**ECDV-210****Family-Centered Practice**

2 Credits (30:0:0 hours)

Students learn to understand and support the diverse range of families. Students are encouraged to explore their own family experience as a starting point for understanding the diversity of family values, beliefs, lifestyles and needs. The course draws on theory in family dynamics, family systems and communications.

*Prerequisites:* ECDV 101, ECDV 102, ECDV 110, ECDV 115, ECDV 120, ECDV 125 and ENGL 111.

**ECDV-220****Field Placement III**

3 Credits (0:0:200 hours)

This is the third of four field placement courses designed to support the student's progressive development of skills. Field placement provides the student with the opportunity to blend theory from classes with practice in early childhood settings. The student is mentored by university field placement coordinator. Students are assessed in the following categories: professional suitability, participation and performance, and play and curriculum experiences. In this field placement, students focus on developing relationships with families, increased responsibility for the daily functioning of the program including more in-depth planning and observation skills, and demonstrate a commitment to professional growth.

*Prerequisites:* ECDV 201, ECDV 230, ECDV 260 and ECDV 280 plus a minimum grade of C in ECDV 170 and ECDV 175. *Co-requisite:* ECDV 225.

**ECDV-225****Integration Seminar III**

1 Credits (0:0:15 hours)

This course provides an opportunity to reflect on professional practice with peers under the guidance of an instructor. Field placement issues are discussed and class learning in Term III is integrated with practical field experiences. Seminar focuses on recognized early learning and care practice across a broad range of early childhood programs. It also provides an opportunity to discuss issues and explore topics in early learning and care. Seminar engages students at a variety of practice levels. Students come to an integrated grouping in seminar with different experiences in field placement.

*Prerequisites:* ECDV 201, ECDV 230, ECDV 260 and ECDV 280 plus a minimum grade of C in ECDV 170 and ECDV 175. *Co-requisite:* ECDV 220.

**ECDV-230****Communications III: Working in Professional Teams**

2 Credits (30:0:0 hours)

This is the third of three courses designed to support personal and professional communication skills. Students gain an understanding of the nature of professional teams and the skills required for successful practice in teams. Context based learning assists the student to apply theory, and develop skills and strategies in working with families and in interdisciplinary and workplace teams. A focus on values, ethics and diversity issues guides discussion of effective problem solving models.

*Prerequisites:* ECDV 155, ECDV 160, ECDV 210, ECDV 170 and ECDV 175. Minimum grade of C in ECDV 165.

**ECDV-250****Foundations of Early Childhood**

2 Credits (30:0:0 hours)

Students look at current issues in the field of early childhood development from the view of a reflective practitioner. The course focuses on selected historical philosophers and educators who have shaped present early childhood theory, practice, materials/equipment, and who raised issues still relevant. Contemporary models of early childhood programs and the role of research are examined. Students review a code of ethics and apply it to their practice with families and children. Professional resources, further education and professional associations are presented to assist students in establishing a professional development plan.

*Prerequisites:* ECDV 201, ECDV 220, ECDV 225, ECDV 230, ECDV 260 and ECDV 280.

**ECDV-255****Child Development III**

3 Credits (45:0:0 hours)

Child Development III extends the principles of Child Development I and II. This course provides students with opportunities to identify and examine the needs of children with developmental challenges, with attention to inclusive principles. Students have regular opportunities to observe and relate to a child with delays or deviations in development. The course is an introduction to the field of exceptionality and is designed to heighten awareness rather than train specialists.

*Prerequisites:* ECDV 201, ECDV 220, ECDV 225, ECDV 230, ECDV 260 and ECDV 280.

**ECDV-260****Family and Community Issues**

3 Credits (45:0:0 hours)

This course looks at the family from a societal perspective, with the intention of deepening participants' understanding of the families with whom they will be working and their awareness of issues concerning families. The focus is on the ecology of the family with particular emphasis on family policy, economic issues and the social safety net, power and violence, gender issues, children's rights/parent's rights and advocacy. Capacity building and strengths based approaches are presented as strategies to support families and develop resiliency.

*Prerequisites:* ECDV 155, ECDV 160, ECDV 165, ECDV 170, ECDV 175, ECDV 210.

**ECDV-270****Field Placement IV**

3 Credits (0:0:200 hours)

This is the fourth of four field placement courses designed to support the student's progressive development of skills. Field placement provides the student with the opportunity to blend theory from classes with practice in early childhood settings. The student is mentored by a university field placement coordinator. Students are assessed in the following categories: professional suitability, participation and performance, and play and curriculum experiences. In this final field placement, students apply early childhood best practice knowledge to support children's learning and development. The student will be prepared for entry to professional practice.

*Prerequisites:* ECDV 250, ECDV 255, ECDV 285 and OOSC 200 plus a minimum grade of C in ECDV 220 and ECDV 225. *Co-requisite:* ECDV 275.

**ECDV-275****Integration Seminar IV**

1 Credits (0:0:15 hours)

This course provides an opportunity to reflect on professional practice with peers under the guidance of an instructor. Students bring experience in different field placement settings to group discussion in seminar. Field placement issues are discussed and class learning in Term IV is integrated with practical field experiences. Seminar focuses on recognized early learning and care practice across a broad range of early childhood programs. It also provides an opportunity to discuss issues and explore topics in early learning and care.

*Prerequisites:* ECDV 250, ECDV 255, ECDV 285 and OOSC 200 plus a minimum grade of C in ECDV 220 and ECDV 225. *Co-requisite:* ECDV 270.

**ECDV-280****Infant and Toddler Care and Development**

3 Credits (45:0:0 hours)

In this course, students review developmental stages and milestones for infants and toddlers. Implications of current neurodevelopmental research on early learning and care settings are discussed. The importance of responsive and caring interactions and the adult's role in planning and providing play and learning environments and experiences is addressed. Students develop strategies for supporting families and respecting diversity. Students gain an understanding of their roles in supporting infant and toddler social and emotional development.

*Prerequisites:* ECDV 155, ECDV 160, ECDV 165, ECDV 210, ECDV 170 and ECDV 175.



**ECDV-285****Curriculum IV: Theories of Early Learning**

3 Credits (45:0:0 hours)

Building on previous curriculum courses, this course emphasizes theories and curriculum models for early learning and care that arise from a constructivist framework. Reflective practice extends the understanding of the professional's role in planning for early learning based on theoretical perspectives and an understanding of the importance of diversity and inclusion. Students explore a range of early learning assessment tools, techniques and practices.

*Prerequisites:* ECDV 201, ECDV 230, ECDV 260, ECDV 280, ECDV 220, ECDV 225.

**ECON-101****Introduction to Microeconomics**

3 Credits (45:0:0 hours)

This course will provide an introductory investigation to supply and demand analysis: the theory of production, costs, and price determination under competitive and non-competitive market conditions. Emphasis is given to the Canadian economy.

**ECON-102****Introduction to Macroeconomics**

3 Credits (45:0:0 hours)

This course provides an introductory investigation of national income determination, the monetary and banking system and elementary fiscal monetary policies. Contemporary problems of unemployment, inflation, economic growth, exchange rates and international trade are analysed. Wherever possible, emphasis is given to Canadian problems.

*Prerequisites:* Minimum grade of C- in ECON 101 or consent of the department.

**ECON-212****Economic Aspects of the European Union**

3 Credits (45:0:0 hours)

This course focuses on the study of economic policies in the European Union (EU). Though the ideas of trade liberalization and economic integration are as old as economics itself, the ongoing process of integrating Europe is one of the most exciting experiences in human history. The European experience of market integration is a unique opportunity to learn how the process works and what the dangers of it are. This course concerns economic aspects of integration, while holding references to the history and institutions of the European Union at a minimum.

*Prerequisites:* Minimum grade of C- in ECON 101 and ECON 102.

**ECON-213****An Introduction to the Economics of Developing Countries**

3 Credits (45:0:0 hours)

This is a survey of the major approaches to, and the problems of, economic development in the less developed countries with particular emphasis on issues relating to savings and investment, income distribution, employment and population growth, and trade and aid.

*Prerequisites:* Minimum grade of C- in ECON 101 and ECON 102.

**ECON-281****Intermediate Microeconomics Theory I**

3 Credits (45:0:0 hours)

This course examines the theory of consumer behaviour; theory of production and cost; price and output determination under competition, monopoly and other market structures; and applications of microeconomic theory.

*Prerequisites:* Minimum grade of C- in ECON 101 or equivalent.

**ECON-282****Intermediate Macroeconomics Theory I**

3 Credits (45:0:0 hours)

This course provides an examination of national income determination, theories of aggregate consumption, investment and employment behaviour, the effects of inflation on prices and income, and monetary and fiscal policy.

*Prerequisites:* Minimum grade of C- in ECON 101 and ECON 102.

**ECON-299****Quantitative Methods in Economics**

3 Credits (45:0:0 hours)

This course is an introduction to the use of statistical and mathematical methods in economics with computer applications.

**Note:** This course is designed for students in the Economics major. Students in a program other than the Economics major require the consent of the department prior to enrolment.

*Prerequisites:* Minimum grade of C- in ECON 101 and ECON 102, STAT 141 or STAT 151 and MATH 113.

**ECON-319****Contemporary Canadian Economic Issues**

3 Credits (45:0:0 hours)

This course examines the development of the Canadian Economy since 1945 in relation to macroeconomic performance, trade liberalization, endowment of natural resources, industrial policies, social policy and regional development. The evolution and the role of public policy in Canada are discussed.

*Prerequisites:* Minimum grade of C- in ECON 101 and ECON 102.

**ECON-323****International Economics**

3 Credits (45:0:0 hours)

This course examines the principles underlying the international economy in both trade and finance. Emphasis is placed on the determination of trade patterns, comparative advantage, trade and tariffs, and the macroeconomic effects of exchange rate changes. **Note:** Students who have taken ECON 421 or ECON 422 for credit cannot receive credit for this course.

*Prerequisites:* Minimum grade of C- in ECON 102.

**ECON-341****Money and Banking**

3 Credits (45:0:0 hours)

An analysis of the role of money and credit in the exchange process, the savings - investment process, commercial banking, financial intermediaries, financial markets, central banking.

*Prerequisites:* Minimum grade of C- in ECON 101 and ECON 102.

**ECON-353****Taxation Policy and Structure**

3 Credits (45:0:0 hours)

This course is designed to introduce students to the basic structure of a tax system and various tax policy issues. Particular attention is paid to the Canadian tax structure and its role in attaining certain goals of society. The key concepts in this course include tax incidence, economic effects of taxes, and tax policy design.

*Prerequisites:* Minimum grade C- in ECON 101.

**ECON-355****Economics of Project Evaluation**

3 Credits (45:0:0 hours)

This course covers the use of cost-benefit analysis and other economic methods in evaluating private and public investment projects with examples from transportation, river basin management, electrical generation, and oil and gas.

*Prerequisites:* Minimum grade of C- in ECON 101.

**ECON-365****Resource Economics**

3 Credits (45:0:0 hours)

This course examines the issues involved in the production of exhaustible and renewable natural resources, including exploration, extraction, and taxation; scarcity and pricing; contemporary Canadian resource policy issues.

*Prerequisites:* Minimum grade of C- in ECON 101.

**ECON-366****Energy Economics**

3 Credits (45:0:0 hours)

This course examines the economics of producing and consuming energy: pricing, role in economic growth; energy sources and markets; the role of government; regulation and other energy policy issues.

*Prerequisites:* Minimum grade of C- in ECON 101 and ECON 102.

**ECON-369****Economics of the Environment**

3 Credits (45:0:0 hours)

This course examines economic growth and the deterioration of the environment; types and causes of environmental deterioration; theory, policy, and measurement relating to environmental deterioration; and current Canadian environmental topics.

*Prerequisites:* Minimum grade of C- in ECON 101.

**ECON-373****Industrial Organization**

3 Credits (45:0:0 hours)

This course is a survey of the behaviour and performance of firms in different market structures and discussion of public policy toward the different structures.

*Prerequisites:* Minimum grade C- in ECON 281.

**ECON-384****Intermediate Microeconomics Theory II**

3 Credits (45:0:0 hours)

Designed for Economics majors and Honours Economics students, this course examines extensions and applications of microeconomic theory: intertemporal choice, risk, uncertainty and expected utility; oligopoly and game theory; externalities, public goods, adverse selection, moral hazard, and asymmetric information; general equilibrium.

*Prerequisites:* Minimum grade of C- in ECON 281 and MATH 113 or equivalent.

**ECON-385****Intermediate Macroeconomics Theory II**

3 Credits (45:0:0 hours)

In this course, designed for majors and honour students in economics, students examine theories of stabilization policy; expectations; the government budget constraint; inflation and unemployment; business cycles and growth; theories of aggregate consumption, investment, money demand, and money supply.

*Prerequisites:* Minimum grade of C- in ECON 281 and ECON 282.

**ECON-389****Mathematical Economics**

3 Credits (45:0:0 hours)

This course focuses on mathematical techniques used to set and solve economic problems. Topics include principles and applications of total and partial differentiation, comparative static analysis, constrained and unconstrained optimization, linear inequalities, convexity, programming, other mathematical theories of interest in modern economics.

*Prerequisites:* Minimum grade of C- in ECON 281, ECON 282, MATH 113 and MATH 120.

**ECON-399****Introductory Econometrics**

3 Credits (22.5:22.5:0 hours)

This course provides an elementary treatment of the major topics in econometrics with emphasis on applied regression methods. **Note:** Students with credit in AREC 313 or ECON 408 or MGTSC 413 or MGTSC 414 or MGTSC 417 or MGTSC 419 or STAT 341 may not take ECON 399.

*Prerequisites:* Minimum grade of C- in ECON 281 and ECON 299.

**ECON-401****Field Placement**

3 Credits (0:0:45 hours)

In this course, the students are assigned to a public, private, or non-profit organization where they apply their knowledge and skills in research, evaluation, management or analytical aspects of a project. **Note:** This course does not fulfil the 400-level requirement for the major and minor.

*Prerequisites:* Minimum grade of C- in ECON 299 and consent of the department.

**ECON-403****Individual Study**

3 Credits (0:0:45 hours)

This course permits a senior-level student to work with an instructor to explore a specific economic topic in depth through directed reading and research using primary and secondary sources.

*Prerequisites:* A minimum grade of C- in ECON 281 and ECON 282 and ECON 299 or consent of the department.

**ECON-414****Development Economics**

3 Credits (45:0:0 hours)

This course focuses on economic models of growth and development in developing countries. Topics include the role of agriculture, industry, finance, and trade in structural transformation of developing countries as well as the various approaches to development planning. *Prerequisites:* Minimum grade of C- in ECON 281 and ECON 282.

**ECON-421****International Trade**

3 Credits (45:0:0 hours)

This course examines international trade theory and policy at a more advanced level and is intended for students majoring in Economics. Topics include: nature and relevance of international trade; early trade doctrines; the theory of comparative advantage; classical and modern approaches and empirical evidence of them; new approaches to the pure theory of international trade; economic growth and international trade; market imperfections and trade; commercial policy; economic integration and the gains from trade. *Prerequisites:* Minimum grade of C- in ECON 281 and MATH 113.

**ECON-422****International Payments**

3 Credits (45:0:0 hours)

This course examines these macroeconomic topics: the types of international transactions, macroeconomics in an open economy, exchange rates, balance of payments adjustments, and issues within the international monetary system. *Prerequisites:* Minimum grade of C- in ECON 281, ECON 282 and MATH 113 or equivalent.

**ECON-441****Monetary Theory and Policy**

3 Credits (45:0:0 hours)

In this course students examine formal modelling of money and recent developments in monetary economics including inflation tax and the optimum quantity of money. Key topics include term structure of interest rates, money and economic activity, rules -vs- discretion in monetary policy, and the role of financial deregulation. *Prerequisites:* Minimum grade of C- in ECON 281, ECON 282 and MATH 113 or equivalent.

**ECON-442****The Economics of Financial Markets**

3 Credits (45:0:0 hours)

The central topics covered in this course include the measurements of risk, hedging and speculation, market microstructure, asset pricing and market equilibrium. *Prerequisites:* Minimum grade of C- in ECON 281, STAT 141 or equivalent, and MATH 113 or equivalent.

**ECON-467****Environmental and Natural Resource Policy**

3 Credits (45:0:0 hours)

This course focuses on the relationships between economics and environmental and natural resource law; domestic and global policy issues related to environmental, renewable and non-renewable resources. *Prerequisites:* Minimum grade of C- in MATH 113, ECON 281 and ECON 365 or ECON 366 or ECON 369.

**ECON-481****Advanced Microeconomic Theory**

3 Credits (45:0:0 hours)

This honours level course is an advanced microeconomics study of producer and consumer theory, general equilibrium and welfare economics, and selected topics. *Prerequisites:* Minimum grade of C- in ECON 384 and ECON 389 or consent of the department.

**ECON-482****Advanced Macroeconomic Theory**

3 Credits (45:0:0 hours)

This course explores modern macroeconomic theory including theories of business cycles and growth, microfoundations of macro models, government budget constraints, expectations formation, the open economy and representative agent optimizing models. *Prerequisites:* Minimum grade of C- in ECON 384 and ECON 385.

**ECON-499****Applied Econometrics**

3 Credits (22.5:22.5:0 hours)

This course covers topics that are beyond the scope of ECON 399, such as panel data models, instrumental variables, limited dependent variables, and simultaneous equations. The learning method is substantially based on computer lab work. The theory behind each econometric method studied in this course is provided only as much as necessary for the sound understanding of the respective method. *Prerequisites:* Minimum grade of C- in ECON 399.

**ECRP-131****Call Processing/Radio Communications**

3 Credits (45:30:0 hours)

Students examine the basics of call processing and radio communications. The course includes theory, technical language, and the application of equipment used in emergency and non-emergency communication centres. Students practice call-taking, radio communications, and dispatching skills. *Co-requisite:* ECRP 141.

**ECRP-141****Emergency Communications I**

3 Credits (45:30:0 hours)

The theory and techniques of call taking and dispatching as applied to police, fire, and medical communications are examined. The role of the emergency communicator in a mission critical environment is discussed. A focus on managing resources and callers is included. Skills in call taking and dispatching are practiced through role playing and simulated laboratory experiences. *Prerequisites:* ECRP-131. May also be taken as a Co-requisite.

**ECRP-151****Emergency Communications II**

3 Credits (45:30:0 hours)

Theory and techniques of call taking and dispatching as applied to police, fire, and medical emergency communications are examined in detail. An overview of the history and organizational structure of these services in responding to a critical incident is examined. An emphasis on deployment principles and protocols is included. Skills are developed in call taking and dispatching of multiple incidents through role playing and simulated laboratory experiences. *Prerequisites:* ECRP 141.

**ECRP-161****Emergency Planning**

2 Credits (30:0:0 hours)

This course focuses on the stages involved in planning, preparation, and management of a response to an emergency, disaster, or crisis situation with emphasis on the role of the emergency communicator. Natural and man-made disasters, risk analysis, and emergency management plans are examined.

**ECRP-171****Field Placement**

2 Credits (0:0:100 hours)

This course provides the student with related practical field experience. The placement offers the unique opportunity to observe and participate in a variety of learning activities related to the field. *Co-requisite:* ECRP 172.

**ECRP-172****Integration Seminar**

1 Credits (15:0:0 hours)

This course integrates theory and practice by linking the knowledge, skills, and values gained in the classroom through discussions of issues experienced in the field placement. The focus is on professional practice, ethical decision making and work expectations in a team environment. Integration seminar is taken concurrently with ECRP 171 - Field Placement. *Co-requisite:* ECRP 171.

**ECRP-181****Document Processing in Emergency Communications**

1 Credits (15:30:0 hours)

This course assists students to learn to create, format and use various documents and reports in the emergency communications field.

**EDFX-200****Introduction to the Profession of Teaching**

3 Credits (45:0:0 hours)

This course explores the complex roles of teachers as professionals in contemporary schools. Through classroom experiences, students become familiar with the scope and expectations of the role of the teacher and the framework within which teachers work.

**EDIT-202****Technology Tools for Teaching and Learning**

3 Credits (45:36:0 hours)

Provides undergraduate Education students with the basic skills for using the most common information technology tools currently applied in schools. The types of tools include Internet tools, digital media processing, multimedia/hypermedia presentations, spreadsheets and databases. The course offers a number of advanced modules dealing with more complex topics in these areas plus additional tools such as those for editing digital video and sound. **Note:** Students cannot take this course if they have received credit in EDPY 202, EDPY 302, EDPY 485 or EDIT 485. Students are encouraged to register in this course as early in their program as possible. *Prerequisites:* Basic computer skills within a Macintosh or MS Windows environment including word processing, e-mail and use of a Web browser.

**EDPY-200****Educational Psychology for Teaching**

3 Credits (45:0:0 hours)

This course deals with the teaching-learning process and student behaviour. It includes theory, research, and illustrations, all dealing with the classroom application of psychological principles. Topics typically covered are student development, student learning and instruction, individual and group differences in student abilities, and student motivation. The course presents the basic principles of effective teaching and learning using a balanced theoretical orientation.

**ENCP-100****Computer Programming for Engineers**

3.8 Credits (45:36:0 hours)

This course covers the fundamentals of computer programming with emphasis on solving engineering problems. Topics include: MATLAB language syntax data types, statements, arrays, control structures, loops, functions, data structures, and files. **Note:** This course is restricted to Engineering students.

**ENGG-100****Orientation to the Engineering Profession I**

1 Credits (15:0:0 hours)

This course provides an introduction to engineering disciplines and the engineering profession. Topics explored include engineering disciplines, study skills, cooperative education, work opportunities, engineering and society. Several written assignments are required to assist in developing the students' communication skills.

**ENGG-101****Orientation to the Engineering Profession II**

1 Credits (15:0:0 hours)

This course provides an introduction to the engineering profession and its challenges. Career fields, professional responsibilities of the engineer, ethics, the history and the development of the engineering profession are explored. Several written assignments are required to assist in developing the student's communication skills. **Note:** Restricted to Engineering students.

**ENGG-130****Engineering Mechanics**

4 Credits (45:30:0 hours)

Equilibrium of planar systems is presented in this course. The course also provides an introduction to the analysis of statically determinate trusses and frames, explores the concept of friction, and introduces the concept of centroids and centres of gravity. Topics also include forces and moments in beams and second moments of area. **Note:** Restricted to Engineering students. *Prerequisites:* Pure Mathematics 30, Mathematics 31, Physics 30. *Co-requisite:* MATH 100.

**ENGL-010-1****English 10-1**

5 Credits (90:0:0 hours)

This course is an introductory academic stream study in the following: the short story, the essay, the novel, modern drama, Shakespearean drama, poetry, language skills including reading, writing, representation, speaking, listening and viewing. Critical and interpretative skills are emphasized through the understanding and appreciation of literature. This course is equivalent to Alberta Learning's English 10-1. *Prerequisites:* Grade 9 Language Arts or equivalent.

**ENGL-010-2****English 10-2**

5 Credits (90:0:0 hours)

English 10-2 is an introductory non-academic stream course. It focuses on the study of literature and emphasizes the development of language skills including reading, speaking, writing, listening, viewing and representing. This course emphasizes development of oral and written communication skills, reading for enjoyment and personal growth, and language skills for the everyday world. Basic grammar and sentence building are reviewed. This course is equivalent to Alberta Learning's English 10-2. *Prerequisites:* Grade 9 Language Arts or equivalent.

**ENGL-015****Bridge to Academic English**

5 Credits (90:0:0 hours)

The Bridge to Academic English course is a literature based reading and writing course designed to prepare students for the secondary academic English program. Its focus is to strengthen reading competency, both literal and inferential, and to build composition skills required for responding to literature and for other functional writing. The course also encourages students to develop oral skills through short presentations. This course is intended for both learners of English as a second language and for other students who require a foundation on which to build skills for success in future academic programs. *Prerequisites:* English as a Second Language, Intermediate; English 9 or equivalent

**ENGL-020-1****English 20-1**

5 Credits (90:0:0 hours)

This course builds upon the skills and concepts developed in English 10-1. Emphasis is placed on analytical skills through the detailed study of literature, including: the short story, the essay, the novel, modern drama, Shakespearean drama, and poetry. This course is equivalent to Alberta Learning's English 20-1. *Prerequisites:* ENGL 010-1 or equivalent

**ENGL-020-2****English 20-2**

5 Credits (90:0:0 hours)

English 20-2 is an intermediate non-academic stream study of literature emphasizing the development of language skills including reading, speaking, writing, listening, viewing, and representing. This course is equivalent to Alberta Learning's English 20-2. *Prerequisites:* ENGL 010-2 or equivalent.

**ENGL-030-1****Senior Academic English**

5 Credits (90:0:0 hours)

The goals of English 30-1 are to provide an advanced study in the academic stream of literature. This study includes the following genres: the short story, the essay, the novel, Shakespearean drama, poetry and either a modern drama or a film study. Language arts skills, including reading, writing, speaking, viewing, listening and representing, are covered with the literature in thematic units. Intensive analytical and interpretive skills are emphasized along with the refinement of formal writing skills. *Prerequisites:* ENGL 020-1 or equivalent.

**ENGL-030-2****Senior Non-Academic English**

5 Credits (90:0:0 hours)

The goals of English 30-2 are to provide an advanced study in the non-academic stream of literature. This study includes the following genres: the short story, the essay, drama, film, poetry and the novel. Language art skills, including reading, writing, speaking, listening, viewing and representing, are emphasized. A variety of literature is studied in thematic units. As well, a unit focuses on employment skills. Primary focus in this course is placed on comprehensive and clear communication. *Prerequisites:* ENGL 020-2 or equivalent.

**ENGL-086****University ELP-Reading/Writing**

5 Credits (105:0:0 hours)

This course is intended to provide intensive English reading and writing preparation for post secondary studies. The course challenges the advanced student to complete authentic assignments and master advanced level material in English. An integrated approach is used in which students practice reading and writing skills. Independent thinking is encouraged through questions for analysis following readings. The focus of the course is on a wide range of academic content and extensive practice in English. Test taking strategies and study skills are also included. Information is presented to students in forms that challenge their language abilities. As in university courses, readings present problems and competing points of view. Students are asked to work with and analyze ideas and to use communication of these ideas as a means of improving their English. *Prerequisites:* TOEFL ibt 70, or TOEFL CB 197, or CAEL 60, or IELTS 5.5 or Minimum grade of B- in ERDW 084 and ESPL 083 or equivalent score on the placement test.

**ENGL-087****ELP for University - Listening and Speaking**

5 Credits (105:0:0 hours)

ELP for University - Listening and Speaking is intended to provide intensive English listening and speaking preparation for post secondary studies. The course challenges the advanced student to listen to authentic lectures, documentaries and other high level material in English. Independent thinking is encouraged through questions for analysis following lectures. The focus of the course is on a wide range of academic content and extensive practice in English. Information is presented to students in forms that challenge their language abilities. The information is often intentionally controversial in order to stimulate discussion. As in university courses, lectures present problems and competing points of view. Students are asked to work with and analyze ideas and to use communication of these ideas as a means of improving their oral English skills. *Prerequisites:* TOEFL ibt 70, or TOEFL CB 197, or CAEL 60, or IELTS 5.5 or Minimum grade of B- in ESPL 084 and ERDW 083 or equivalent score on the placement test.

**ENGL-102****Analysis and Argument**

3 Credits (45:0:0 hours)

This course helps students to develop the academic writing skills they use throughout their university studies. The essay is the most important genre in this course, but students may also study works from other genres. By analyzing, summarizing, synthesizing, and critiquing a variety of texts, students learn how to develop their own analyses and arguments with appropriate and correctly documented primary and secondary sources. A thorough review of grammar and sentence structure is a key component of this course.

**ENGL-103****Introduction to Literature**

3 Credits (45:0:0 hours)

Building on the writing skills students developed in ENGL 102: Analysis and Argument, ENGL 103 introduces students to a range of works within at least three literary genres. In addition to a minimum of one play, novel, or novella, students analyze works from other literary genres such as short stories and poetry. ENGL 103 covers the basics of literary analysis and research. **Note:** Students cannot receive credit for both English 103 and English 133.

*Prerequisites:* Minimum grade of C- in ENGL 102.

**ENGL-108****Introduction to Language and Literature**

3 Credits (45:0:0 hours)

This course combines instruction in writing with the study of the essay and the short story. Students may also study other forms of literature such as articles, poems, and drama. This course aims to increase students' appreciation of literature and to give them practice in academic writing. This course is not to be taken by students in Arts, Science, or Education.

**ENGL-111****Communications**

3 Credits (45:0:0 hours)

This course aims to help students improve all their communication skills: writing, reading, speaking, and listening. The main emphasis, however, is on writing skills. Students write an expository and a persuasive essay, summarize written text, and apply principles of clear and correct writing to their own compositions. Students learn research and documentation strategies and strengthen and expand their writing skills so that they can write more effectively for a variety of audiences and purposes. Students may choose from a number of delivery options that include classroom and online sections.

**ENGL-132****British Literature A: Beginnings to the Restoration**

3 Credits (45:0:0 hours)

This course demonstrates the development and flourishing of British literature from its very beginnings in the Old English period to the Restoration, introducing students to representative works and authors of the major periods of British literature up to the mid-seventeenth century. **Note:** Together ENGL 132 and ENGL 133 provide students with a solid foundation in the history and development of English literature and lay the groundwork for the academic study of literature, they are strongly recommended for students intending to major in English, History, or Education. ENGL 132 and 133 satisfy 6 literacy credits for the Bachelor of Arts Degree.

**ENGL-133****British Literature B: Seventeenth to Twentieth Century**

3 Credits (45:0:0 hours)

This course is a continuation of ENGL 132, covering the major works and authors in British literature from the seventeenth to the early twentieth century and illustrating the variety and complexity of this literature during centuries of rapid growth and change. Because ENGL 132 and ENGL 133 provide students with a solid foundation in the history and development of English literature and lay the foundation for the further academic study of literature, they are strongly recommended for students intending to major in English, History, or Education. English 132/133 satisfies 6 literacy credits for the Bachelor of Arts Degree. **Note:** Students cannot receive credit for both English 133 and English 103.

*Prerequisites:* Minimum grade of C- in ENGL 132.

**ENGL-199****Essentials of Writing for Engineering Students**

3 Credits (45:0:0 hours)

This course is designed to develop the student's ability to write expository, analytical, technical, and persuasive prose. Instruction and practice are integrated with the study of prose models drawn from modern essayists. A review of basic grammar is included. **Note:** This course is restricted to students in University Transfer Engineering.

*Prerequisites:* Minimum grade of 65 percent in English 30-1.

**ENGL-205****Traditions in English Rhetoric**

3 Credits (45:0:0 hours)

Rhetoric is fundamental to the study of literature and criticism and to the practice of writing. English 205 includes the traditional types of arguments, but it places more emphasis on a selection of key texts in the discipline of rhetoric. Thus as students move from historical to contemporary rhetorical texts, they gain a solid foundation in the history, theory, and practice of rhetoric in English. Students strengthen their writing skills, especially in academic discourse, but the writing component of this course is secondary to the study of literature.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-206****The Short Story**

3 Credits (45:0:0 hours)

The course involves close, critical study of a representative selection of short stories. The choice of the stories demonstrates the depth and diversity of the short story genre, covering historical periods, national cultures and stylistic varieties.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-207****Studies in Modern English Language**

3 Credits (45:0:0 hours)

In this course, students study various aspects of Modern English, a language in constant and exciting flux, governed by systems we often know intuitively but cannot always explain. Students learn about the systems that govern the way we write, though it should be noted that this is not a remedial grammar course. Rather, students gain a deeper understanding of the modern English language and hone their own writing style by studying grammar and style in a variety of contexts.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-211****Business Communications**

3 Credits (45:0:0 hours)

This course focuses on effective problem-solving approaches in business writing. Letters, memos, emails, and reports, often presented in case study formats, aid in developing expertise in gathering and analyzing data, writing with a clear sense of purpose, and writing with a reader's needs clearly in mind. Although the principles of clear, concise business communication are covered, the main emphasis is on practical applications of these concepts. **Note:** This course in combination with ENGL 111 transfers as equivalent to Athabasca University ENGL 255.

*Prerequisites:* ENGL 111

**ENGL-214****Creative Writing**

3 Credits (45:0:0 hours)

This is a workshop course, designed to encourage students to experiment with a variety of forms and styles of short fiction and poetry. The focus is on helping each student to produce a polished portfolio of creative work. This enterprise is accomplished within a context of learning about the nature of creativity and the craft of writing. Students will study the work of established writers and participate in giving and receiving constructive feedback in a collegial workshop setting. **Note:** This course is for students in career programs

**ENGL-219****Readings-Speculative Fiction**

3 Credits (45:0:0 hours)

This course introduces students to a representative sampling of science fiction and fantasy. Students will examine the way these two genres emerge from the broader category of speculative fiction in the late nineteenth century and then develop into a host of subgenres during the twentieth and twenty-first. From classics in early science fiction and fantasy to contemporary cyberpunk and steampunk, the course explores the style and function of fiction that speculates on worlds both possible and impossible.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-220****English Literature of the Earlier Middle Ages**

3 Credits (45:0:0 hours)

This course examines the poetry and prose of one of the richest and most dynamic periods of English literature. Spanning the seventh to thirteenth centuries, the course examines a wide variety of literary forms in the Anglo-Saxon, Anglo-Norman, and early Middle English periods. Beginning with the evocative rhythms of Old English poetry and prose and the epic world of Beowulf, tracing the growth of Arthurian legend, and exploring the subtleties and humour of early Middle English lyric and romance, students see how the themes and forms from this period have reverberated throughout English literature and inspired countless writers down to our own time, including Tolkien and Lewis. Students read most of the works in translation, although some thirteenth century works may be read in the original.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-224****English Literature of the Later Middle Ages**

3 Credits (45:0:0 hours)

This course focuses on the literature of fourteenth and fifteenth-century England by examining a selection of poetry, prose and drama from one of the richest periods of English literature. From tales of chivalry, Arthurian adventure, and romance to religious mysticism; from lyrical love poetry to witty satire and bawdy humour, this period has near-unrivalled diversity and depth and is crucial for understanding much of how English literature develops in subsequent centuries. Students read the works in the original Middle English.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-239****Studies in Shakespeare**

3 Credits (45:0:0 hours)

This course introduces students to the range and depth of Shakespeare's drama through attentive reading of nine plays. Comedies, histories, tragedies and romances allow students to understand Shakespeare's thought and the dramatic genres in which he wrote. **Note:** Students cannot receive credit in both ENGL 338 and ENGL 239.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-240****The Bible in Literature**

3 Credits (45:0:0 hours)

From the Middle Ages to the present, writers have incorporated allusions to both the Hebrew Bible and New Testament to enrich their texts. A grasp of the significance of these allusions deepens a reader's understanding and appreciation of many of the major works in English literature. This course focuses on prominent texts in the Bible such as Genesis, the Book of Job, Ecclesiastes, the Gospels, Revelations, and selected psalms and proverbs.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-242****Prose and Poetry of the Augustan Age**

3 Credits (45:0:0 hours)

Students study the authors, works, and genres that were predominant in the Augustan Age and broader Neoclassical Period, between 1660 and 1785. This course includes a selection of drama, fiction, essays, and poetry by eighteenth-century writers such as John Dryden, Alexander Pope, Jonathan Swift, Lady Mary Wortley Montagu, and Samuel Johnson.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-267****Literary Theory**

3 Credits (45:0:0 hours)

This course introduces students to a variety of theoretical discussions about literature, culture, and aesthetic practice - from Platonism, existentialism, and formalism to Marxism, structuralism, deconstruction, and feminism. While a portion of the class concerns the historical roots of literary and cultural theory, the major focus is twentieth and twenty-first century "theory" and its application to the study of literature. Students thus examine the various recurrent themes, or problems, that continue to be debated in literary and cultural studies such as the autonomy of the artist/author, the nature of aesthetic value, the relationship between text and context, the arbitrariness of the sign, the definition of the sublime, the establishment of literary "canons".

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-293****Forms of Poetic Language**

3 Credits (45:0:0 hours)

In this course, students read a selection of mostly short English poems from the last thousand years. This is a genre course in poetry; it approaches the very broad and historically malleable genre of poetry through the basic elements of poetic language and form. Students also learn how to write analytically about poems.

**ENGL-294****Introduction to Writing Poetry**

3 Credits (45:0:0 hours)

English 294 is an introductory course in the art of writing poetry. Students are expected to read widely, to apply poetic theory to their own work, and to write poems in a variety of genres. This course is conducted as a workshop in which students' original work is the basis for class discussion.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-295****Introduction to Creative Writing**

3 Credits (45:0:0 hours)

This course introduces students to writing in three genres. Usually, these will be literary nonfiction, fiction, and poetry, but at the discretion of the instructor, play/scriptwriting may substitute for one of these. Students build on the writing and analytical skills developed in first-year university English courses and learn about creative writing by both reading literature and attempting to write it. They analyze work by established writers, learn about the nature of creativity, and practice the craft of writing. They examine and employ common structures used by creative writers, learn and experience the fact that revision is the core of successful creative writing, and develop a broader understanding and appreciation for literature through their attempts to write it. **Note:** This course is restricted to students in degree programs.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-296****Reading Creative Nonfiction**

3 Credits (45:0:0 hours)

This course is a critical exploration of several popular forms of creative nonfiction, a hybrid genre encompassing works that blur the distinction between fiction and nonfiction, including the memoir, the personal/familiar essay, travel literature, and literary journalism. Selected works are drawn from across a range of national literatures and time periods, with an emphasis on modern texts.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-297****Essay Writing for University Students**

3 Credits (45:0:0 hours)

ENGL 297 aims to increase university students' ability to write and understand non-fiction expository prose. Students study style and rhetoric, the relationship between form and content, the theory and practice of composition, and the processes of revision to improve their academic writing skills. This is not a remedial course in grammar or in basic essay writing skills, though there may be some review of these matters; rather, the class focuses on honing students' expository writing and critical reading, writing, and analytical skills. Revising, editing, and essay workshoping may constitute a significant component of class time. While specific writing assignments may vary from section to section, all students write a total of 6000 words, including at least one in-class essay. A major research assignment may also be included. There is no final examination. **Note:** Not to be taken by students with credit in ENGL 299.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-299****Essay Writing for Education Students**

3 Credits (45:0:0 hours)

ENGL 299 aims to increase Education-bound students' ability to understand and to write non-fiction expository prose. The course focuses on the study of style and rhetoric and their application to students' writing and on the relationship between content and form in non-fiction writing. This is not a remedial course in grammar or writing; rather it is a class in which Education-bound students can hone their reading, writing and thinking skills. Both in and out of class, students write a total of at least 6,000 words. Students write at least one in-class essay. **Note:** Students with credit in any other senior level non-fiction prose writing course will not receive credit in this course.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-307****History of the English Language**

3 Credits (45:0:0 hours)

This course traces the history of English, from its ancient Indo-European and Germanic roots to the Early Modern Period. By examining representative texts from Old, Middle, Early Modern, Englishes, students learn how English spelling, pronunciation, grammar, vocabulary, and syntax have evolved.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.



**ENGL-322****Medieval Drama****3 Credits (45:0:0 hours)**

Bearing in mind both theoretical and pragmatic concerns, this study of drama from the Middle Ages examines a variety of early English dramatic texts, from biblical plays and early moral interludes to the university and humanist drama that heralded the arrival of commercial theatre in London. In addition to reading the plays from a theoretical perspective, the course pays particular attention to the experiences of watching and performing these complex and demanding works. While considering the interaction of plays with the audience, and exploring the staging or performance of this drama which often conjoins sacred and profane, comic and tragic elements, another important focus of the course is the development of critical skills through close reading to be expressed in various writing assignments.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-324****Chaucer****3 Credits (45:0:0 hours)**

This course focuses on the works of Geoffrey Chaucer, one of the greatest poets in English literature. Chaucer's place in English literature is central; his poetry in its rich diversity has influenced writers in English from Shakespeare to Tolkien. The *Canterbury Tales* are justly considered his masterpiece, but just as accomplished and equally influential are the early dream visions and the great love poem *Troilus and Criseyde*. Despite the passage of time, Chaucer's works in their humour, compassion, and beauty remain fresh, accessible, and, in many ways, surprisingly contemporary.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-337****English Renaissance Drama****3 Credits (45:0:0 hours)**

This course focuses on the drama of Shakespeare's contemporaries. The English Renaissance was a golden age for the history of drama. Many of the dramatists of the period produced plays that equal of all but the best of Shakespeare. The course includes plays from the works of such dramatists as Christopher Marlowe, Ben Jonson, Thomas Middleton, John Webster, and John Ford.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-339****Further Studies in Shakespeare****3 Credits (45:0:0 hours)**

This course introduces students to the study of a particular theme or genre of Shakespeare's drama through the attentive reading of seven to nine plays. Shakespeare's non-dramatic poetry may also be included. **Note:** Students cannot receive credit in both ENGL 338 and ENGL 339.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-342****The Rise of the British Novel****3 Credits (45:0:0 hours)**

This course explores the rise of the novel as a literary form in Britain in the eighteenth century. Students study a representative selection of novels written in Britain during the period when the novel evolved into a dominant literary form in English. This course tracks the growth and shifting perceptions of this "new" genre, from its beginnings in the late seventeenth century up to the Romantic Period. *Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-343****Eighteenth-Century Drama****3 Credits (45:0:0 hours)**

Considering both the writing and performance of plays from 1660 when the theatres were re-opened, this course explores the historical and political contexts of drama in the long eighteenth century. Students focus on representative selections of eighteenth-century drama as they consider the role of drama in shaping and responding to ideas and culture. This course also includes the study of staging problems, developments and practices during this period of British drama.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-345****English Rhetoric 1660-1800****3 Credits (45:0:0 hours)**

This study of English rhetoric from the long eighteenth century focuses on the functions of style embodied in the complexities of grammar, as conceived by rhetoricians of the period and by contemporary theorists. While considering the period's notable epistolary and satirical forms, this course examines the rhetorical uses which the genres of prose served. These include construction of audience and readers, of gender, class and social hierarchy, and of national and imperial identity. This course attends to classification of rhetorical prose styles, while stressing the instrumentality of prose in imperial, scientific, agrarian, and industrial contexts.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-348****Milton****3 Credits (45:0:0 hours)**

This course examines the achievements of John Milton, in both prose and in verse. The course primarily focuses on the major works of Milton: *Paradise Lost*, *Paradise Regained*, and *Samson Agonistes*, but it also examines a select number of Milton's minor poems and prose works.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-349****Eighteenth Century Poetry**

3 Credits (45:0:0 hours)

This course examines the poetry of the eighteenth century. Samuel Johnson's description of the 18th-century poetic mind as "active, ambitious, and adventurous, always investigating" marks the poetry of the period as appetitive. This poetry enacts an urge to reach out and grab the world--trading in and colonizing rich spaces of the other. While audacity is the crowning poetic accomplishment, liberty, adventure and experiment are central principles of the period's poets, whose works evinced the exuberance of a nation publicizing itself in all its comic, heroic, political diversity.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-350****British Romantic Poetry**

3 Credits (45:0:0 hours)

Conventionally book-ended by the French Revolution in 1789 and the beginnings of modern democratic reform in 1832, the Romantic period in Britain was a time of intense social and political upheaval. This course acquaints students with the diverse poetry of the period in relation to its complex and volatile literary, intellectual and historical contexts.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-352****The Early Victorian Period**

3 Credits (45:0:0 hours)

In the literature of this earlier Victorian period marked by energetic and momentous change, writers conveyed a multitude of doubts about religious faith and changing gender roles, while also voicing moral quandaries about class privilege and imperial rule. This course explores selected fiction, poetry, and non-fiction (from about 1832 to 1870) in the context of the dominant ideological concerns which show Victorians as self-consciously modern and engaged in vigorous self-scrutiny.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-353****The Later Victorian Period**

3 Credits (45:0:0 hours)

This course focuses on the late nineteenth-century reaction to the aesthetic, religious, and sexual mores of the preceding "high" Victorian period. The closing century's apocalyptic tenor finds expression in metaphors and themes of the period's literature, concerns embodied discursively in response to the New Imperialism, the New Woman, and the Aesthete or Decadent. The course looks at selected fiction, poetry, and non-fiction (from about 1860-1900) in the context of contemporary cultural anxieties about social upheaval, gender crisis, and moral turmoil, the dialectic of change enacted in Pre-Raphaelitism and the Aesthetic and Decadent movements of the 1890s.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-358****American Literature 1845-1900**

3 Credits (45:0:0 hours)

This course is a study of representative literary texts from the period by a variety of major authors. Novels, poetry and essays are represented. Authors include some of the following: E.A. Poe, R.W. Emerson, Margaret Fuller, Henry Thoreau, Nathaniel Hawthorne, Herman Melville, Harriet Beecher Stowe, Walt Whitman, Fanny Fern, J.W. De Forest, Emily Dickinson, Henry James, William Dean Howells, Mark Twain, Henry Adams, Kate Chopin, Stephen Crane, Frank Norris, and Paul Laurence Dunbar.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-361****American Literature 1900 - 1945**

3 Credits (45:0:0 hours)

This course is a study of representative literary texts from the period by a variety of authors. The works are analyzed closely and placed within their historical and cultural context. Authors studied in this course include some of the following: Anderson, Dreiser, Eliot, Faulkner, Fitzgerald, Hemingway, Hughes, Hurston, James, Lewis, Moore, Norris, Porter, Pound, Stein, and Wharton.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-362****American Literature From 1945**

3 Credits (45:0:0 hours)

In this course students study representative texts from major American writers of the period, including stories, novels, poems, and plays.

The study of these texts focuses both on innovations and on the persistence of traditional American genres - comedy, the jeremiad, the historical novel - in a rapidly changing social, cultural and ideological environment. The course examines authors such as Salinger, Ellison, Bellow, O'Connor, Mailer, Ginsberg, Bishop, Updike, Rich, Barth, Roth, Pynchon, Barthelme, Beattie, Doctorow, Walker, Ford, DeLillo, Dove, McCarthy, Morrison, Erdrich, Proulx, Mamet, Foer, and Jones.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-363****20th-Century American Dramatic Literature**

3 Credits (45:0:0 hours)

This course covers the principal movements and seminal playwrights of the twentieth-century American theatre and offers a history of the development of the modern American stage. It also interrogates the relationship between the theatre of the United States and European literary and dramatic traditions of various kinds. Engaging with playwrights' responses to the particular cultural conditions of American life, the course focuses on dramatic expressions of the tensions underlying American society. The liberal ideology of American constitutionalism and the pressures to which it has been subject will be of recurrent concern, as will the stage presence of the numerous minority cultures who have contributed both to the richness of American culture and its drama.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-364****The Modernist Novel: Texts and Contexts**

3 Credits (45:0:0 hours)

This course explores selected writings by a single major modernist author - such as Joseph Conrad, William Faulkner, F. Scott Fitzgerald, E. M. Forster, Ernest Hemingway, Henry James, James Joyce, D. H. Lawrence, and Virginia Woolf - and either the contexts in which they were written or later texts written in light of the author's influence.  
*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-365****British and Anglo Modernist Novels**

3 Credits (45:0:0 hours)

This course involves a close study of representative British and Anglophone novels written between 1900 and 1950. Covering writers such as Mulk Raj Anand, Elizabeth Bowen, Joseph Conrad, Ford Madox Ford, E. M. Forster, Henry Green, Christopher Isherwood, Henry James, James Joyce, D. H. Lawrence, Flann O'Brien, Dorothy Richardson, Jean Rhys, Evelyn Waugh, and Virginia Woolf, this course examines early twentieth-century British and Anglophone novels engagements with the cultural, social, political, scientific, and technological changes of the modernist period.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-366****Contemporary British Literature and Culture**

3 Credits (45:0:0 hours)

This course surveys representative British fiction, drama and poetry written from 1950 to the present. By exploring the literary, cultural, political, and social context that informs British writers since the Second World War, students learn how a variety of authors through a variety of genres respond to and contribute to postmodernism and postcolonial experience.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-367****20th-Century British Dramatic Literature**

3 Credits (45:0:0 hours)

This course covers the principal movements and seminal playwrights of the twentieth-century British theatre and offers a history of the development of the modern British stage, beginning in the 1890s. Students encounter a number of dramatists' responses to the cultural conditions and the politics of twentieth-century Britain and analyze from a literary perspective a variety of dramatic texts that reflect a wide spectrum of aesthetic intentions and ideological concerns.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-373****Canadian Literature to 1925**

3 Credits (45:0:0 hours)

This course presents a critical study of selected works of Canadian literature from its beginnings to 1925. Included are popular genres of the day, such as the travel journal, as well as works now canonized as the period's touchstones of literary excellence. Aboriginal myths and legends may be covered, along with various works of cultural significance from the cultures of exploration, pioneering, settlement, and nation-building. Works selected demonstrate the interplay among literary, cultural, and political discourses. Some texts are studied because they represent the "pastness of the past." Others are studied because they represent re-interpretations of the culture and literature of this period.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-374****Canadian Literature 1925-1960**

3 Credits (45:0:0 hours)

This course focuses on Canada's culture and literature in this formative period. While the adversities of two world wars and the "ten lost years" of the Great Depression gave birth to our contemporary social services, our literature moved on from Victorian confines to liberating modernist concerns with myth, form, intellect, and the social outsider. Identity politics of gender, race, and class found literary expression as the country moved from a colonial reverence for the British as the "Master Race" to an acceptance of otherness created by new economic opportunities and successive waves of immigration.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-376****Canadian Literature Since 1960**

3 Credits (45:0:0 hours)

This course covers key developments in Canadian culture and literary works during this period when our literature came of age. Major authors achieved international acclaim, a rich diversity emerged in literary themes and forms, and marginalized narratives of class, race, gender, and the environment moved to the literary centre. These developments occurred against the backdrop of the maturing of Canada into one of the globe's most peaceful and economically stable multicultural nations.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-377****Modern Canadian Drama**

3 Credits (45:0:0 hours)

This course examines modern Canadian drama in English from 1945, focusing on how a number of prominent plays have articulated many aspects of the rapidly diversifying Canadian culture, particularly since the late 1980s. Several plays interrogate major events in Canadian or European cultural history, plumbing the past for knowledge of the present. The plays are analyzed mainly as works of literature, though some attention is given to their adaptations for stage and film. In all, eight to twelve plays are covered.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-381****Post-Colonial African Literature**

3 Credits (45:0:0 hours)

This course focuses on literary works, in several genres, produced by African men and women writers, representing various regions, perspectives, and cultural affiliations. The texts studied reflect the depth, complexity, and technical diversity of literature produced in Africa in the post-colonial period. While most of the texts are written in English, the syllabus may include translations of works written in languages such as Arabic, Kikuyu, Swahili, French, or Spanish.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-385****Middle Eastern Narratives**

3 Credits (45:0:0 hours)

This course involves an in-depth study of the literature of the Middle East through examining remarkable major works, most of which are written in English, that reflect this vital region's vibrant cultural heritage, diverse perspectives, and distinct aesthetic and linguistic expressions. As well, the course illustrates the striking richness of idiom, imagery, and symbolism that these writers inject into the English language, being the lingua franca of the age of globalization.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-389****Classics of Children's Literature in English**

3 Credits (45:0:0 hours)

This course is a survey of important texts in children's literature in English. It examines current and historical attitudes towards children and explores how the literature reflects, reacts, or comments upon these attitudes. It also introduces students to the development of children's literature and to significant works in the nineteenth, twentieth and twenty-first centuries. Finally, the course introduces students to scholarly trends in children's literature and develops students' ability to read children's literature critically.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-390****The Folktale and Children's Literature**

3 Credits (45:0:0 hours)

This course examines folk and fairy tales from a variety of traditions in relation to contemporary retellings for children, focusing on how traditional tales from the eighteenth and nineteenth centuries have been rewritten and re-imagined in both contemporary retellings and metafictional fantasies of the twentieth and twenty-first centuries. The course develops students' ability to read folk and fairy tales critically in the context of their contemporary counterparts and the accompanying scholarship.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-399****Writing Literary Non-Fiction**

3 Credits (45:0:0 hours)

This course introduces students to the area of non-fiction prose writing sometimes known as "literary non-fiction" or "literary journalism" or even "creative non-fiction." A good literary non-fiction piece is more than just a reporting of facts (though it does involve careful, thorough research that may include interviewing). Literary non-fiction, unlike most other genres of non-fiction, harnesses narrative rhythm and structure. The literary non-fiction writer is free to give expression to a distinctive style, and to interpret the meaning of events from his or her own narrative perspective. Students will practice prose writing skills of this sort, read the works of major twentieth century practitioners, and learn about existing venues for publication of literary non-fiction. Over the semester, each student will write and revise a feature-length non-fiction article of his or her own.

*Prerequisites:* Minimum grade of C- in 6 credits of 100 level University English except ENGL 108, ENGL 111 and ENGL 199.

**ENGL-401****Studies in Genres**

3 Credits (0:0:45 hours)

This course gives students the opportunity to focus on a single genre or to compare two or more genres. Because genre is such a fluid term, the works studied and approach to genre depends in any given year on the interests and expertise of the instructor. The course could, for example, focus on a specific type of poem, such as the sonnet or the dramatic monologue, on a specific type of novel such as the Gothic novel or the Bildungsroman, on a specific type of drama, such as Restoration Comedy, or on a specific type of non-fiction, such as the essay or biography. Alternatively, students could focus on a genre such as satire and study a variety of types of satiric literature that could include poems, essays, stories, novels, and drama.

*Prerequisites:* Minimum grade of C- in 12 credits of 200- or 300-level English courses.

**ENGL-402****Studies in Authors**

3 Credits (0:0:45 hours)

This course focuses on the works of a single author. In any given year, the author studied and the approach to the works depends on the interests and expertise of the instructor. Through a close examination of the works of a single author, students get a better sense of the social and cultural context in which the author lived and worked. Students also strengthen their knowledge of how the central ideas and techniques of the author developed and changed.

*Prerequisites:* Minimum grade of C- in 12 credits of 200- or 300-level English courses.

**ENGL-403****Honours Thesis Project**

3 Credits (0:0:45 hours)

This course gives fourth-year English Honours students the opportunity to write a substantial research paper of 5000-7500 words and to deliver a conference-length version of that paper before an audience in a formal setting. Students will have regular consultations with their supervisor during this project, usually once per week during the term or twelve hours total. **Note:** English 403 is a degree requirement for Honours English students. Students must be in the final year of an Honours English program or obtain consent from the Chair of the Department of English.

**ENGL-404****Further Studies in Creative Writing**

3 Credits (0:0:45 hours)

This workshop course is designed to give students an opportunity to expand their abilities as creative writers. Students write in an assigned genre such as poetry, the short story, narrative non-fiction, play-writing, or the graphic novel, working independently to develop and strengthen their creative writing skills and techniques. Students should be prepared to submit several pieces of their own work for group discussion over the term and to prepare at least one piece for possible publication. By the end of the course, every student should have a substantial portfolio. **Note:** It is highly recommended that students take a 200 and/or 300-level writing course before enrolling in English 404.

*Prerequisites:* A minimum grade of C- in 12 credits of 200 or 300-level English courses, a portfolio of work, and the consent of the instructor.

**ENGL-481****Post-Colonial Theory and Practice**

3 Credits (45:0:0 hours)

This course surveys the key works in post-colonial theory, validating the status of post-colonial literature as a vibrant segment of contemporary writing in English. Seminal thinkers and significant scholars such as Frantz Fanon, Edward Said, Aime Cesaire, Gayatri Chakravorty Spivak, and Robert Young are covered. Post-colonial theory is meaningfully used as a tool for in-depth analysis of major primary texts, representing various regions, political perspectives, and cultural affiliations. While most of the works studied are written in English, post-colonial texts translated into English may be included. Authors such as Chinua Achebe, Salman Rushdie, Nadine Gordimer, Arundhati Roy, V.S. Naipaul, and Ahdaf Soueif are studied.

*Prerequisites:* Minimum grade of C- in 12 credits of 200- or 300-level English courses.

**ENGL-489****Literary Themes, Traditions, and Phenomena**

3 Credits (0:0:45 hours)

This course gives students the opportunity to study works that deal with a single theme, such as the outsider or decadence; or works that exemplify a single tradition, such as naturalism or the Arthurian tradition; or works that exemplify a particular phenomenon, such as imagism or literary forgeries.

*Prerequisites:* Minimum grade of C- in 12 credits of 200- or 300-level English courses.

**ENGL-491****Early and Later Middle English**

3 Credits (0:0:45 hours)

This course gives students the opportunity to study in more detail one or more authors and/or genres of Early and Later Middle English. Students have the opportunity to design and undertake independent research, write a major paper, lead seminar discussions, and strengthen their grasp of theoretical concepts relevant to literature written during this period. In any given year, the author(s) studied and the approach to the works depends on the expertise of the instructor. For detailed information about the current course offering, please consult the English Department.

*Prerequisites:* Minimum grade of C- in 12 credits of 200- or 300-level English courses

**ENGL-492****Elizabethan/17th C Literature**

3 Credits (0:0:45 hours)

This course gives students the opportunity to study in more depth and detail one or more authors and/or genres of Elizabethan and seventeenth century literature. Students have the opportunity to design and undertake independent research, write a major paper, lead seminar discussions, and strengthen their grasp of theoretical concepts relevant to literature written during this period. In any given year, the author(s) studied and the approach to the works depends on the expertise of the instructor. For detailed information about the current course offering, please consult the English Department.

*Prerequisites:* Minimum grade of C- in 12 credits of 200- or 300-level English courses

**ENGL-493****Restoration/Eighteenth Century Literature**

3 Credits (0:0:45 hours)

This course gives students the opportunity to study in more depth and detail one or more authors and/or genres of Restoration and eighteenth century literature. Students have the opportunity to design and undertake independent research, write a major paper, lead seminar discussions, and strengthen their grasp of theoretical concepts relevant to literature written during this period. In any given year, the author(s) studied and the approach to the works depends on the expertise of the instructor. For detailed information about the current course offering, please consult the English Department.

*Prerequisites:* Minimum grade of C- in 12 credits of 200- or 300-level English courses.

**ENGL-494****Nineteenth Century Literature**

3 Credits (0:0:45 hours)

This course gives students the opportunity to study in more depth and detail one or more authors and/or genres of nineteenth century literature. Students have the opportunity to design and undertake independent research, write a major paper, lead seminar discussions, and strengthen their grasp of theoretical concepts relevant to literature written during this period. In any given year, the author(s) studied and the approach to the works depends on the expertise of the instructor. For detailed information about the current course offering, please consult the English Department.

*Prerequisites:* Minimum grade of C- in 12 credits of 200- or 300-level English courses.

**ENGL-495****Twentieth Century Literature**

3 Credits (0:0:45 hours)

This course gives students the opportunity to study in more depth and detail one or more authors and/or genres of twentieth-century literature. Students have the opportunity to design and undertake independent research, write a major paper, lead seminar discussions, and strengthen their grasp of theoretical concepts relevant to literature written during this period. In any given year, the author(s) studied and the approach to the works depend on the expertise of the instructor. For detailed information about the current course offering, please consult the English Department.

*Prerequisites:* Minimum grade of C- in 12 credits of 200- or 300- level English courses.

**ENGL-496****Intersections: Theory/Culture**

3 Credits (0:0:45 hours)

Focused on the ways in which critical theory exposes, critiques, and/or participates in literary and cultural movements, this course provides students with the opportunity to study critical theory within the context of the cultural trends it defines and exemplifies. Sections could be organized around any number of topics, including (but not limited to) the rise and fall of deconstruction, the death of the author, communal individuality, hypertext and post humanity, race and performativity, literary Marxism, the text and the unconscious, discourse and power, postmodern subjectivities, and the ethical turn.

*Prerequisites:* Minimum grade of C- in ENGL 267 and in 9 credits of 200- or 300-level English courses.

**ENGL-497****Twenty-First Century Literature**

3 Credits (0:0:45 hours)

This course gives students the opportunity to study in more depth and detail one or more authors and/or genres of twenty-first century literature. Students have the opportunity to design and undertake independent research, write a major paper, lead seminar discussions, and strengthen their grasp of theoretical concepts relevant to literature written during this period. In any given year, the author/s studied and the approach to the works depend on the expertise of the instructor. For detailed information about the current course offering, please consult the English Department.

*Prerequisites:* Minimum grade of C- in 12 credits of 200- or 300-level English courses.

**ENGL-498****Studies in Canadian Literature**

3 Credits (0:0:45 hours)

This course gives students the opportunity to study in more depth and detail one or more authors and/or genres of Canadian literature. Students have the opportunity to design and undertake independent research, write a major paper, lead seminar discussions, and strengthen their grasp of theoretical concepts relevant to literature written during this period. In any given year, the author(s) studied and the approach to the works depends on the expertise of the instructor. For detailed information about the current course offering, please consult the English Department.

*Prerequisites:* Minimum grade of C- in 12 credits of 200- or 300-level English courses.

**ENPH-131****Mechanics**

4.3 Credits (45:18:15 hours)

This is a calculus based course intended for engineering students. It is an introduction to the kinematics and dynamics of particles. Topics include kinematics, dynamics, systems of particles, work and energy, linear momentum, rotational motion, angular momentum, gravitation and an introduction to the dynamics of rigid bodies. **Note:** Restricted to engineering students. Credit can be obtained in only one of PHYS 108, PHYS 124, PHYS 144 or ENPH 131.

*Prerequisites:* Minimum grade of C- in MATH 100 and ENGG 130.  
Co-requisites: MATH 101 and PHYS 130. Restricted to UT Engineering students.

**EOPT-060****Pronunciation I**

5 Credits (105:0:0 hours)

Pronunciation I is intended for students at the high beginning to low intermediate level. The course covers segments, word stress, intonation in statements and questions, contractions and linking, as well as strategies for comprehensibility and checking for comprehension. A variety of speaking tasks ranging from informal to formal presentations give students an opportunity to develop confidence and fluency. *Prerequisites:* Placement testing.

**EOPT-061****Pronunciation II**

5 Credits (105:0:0 hours)

Pronunciation II is intended for students at the high intermediate to advanced level. The course covers the concept of timed stress, specific types of stress, pausing, and intonation rules in various acts of speech, as well as strategies for comprehensibility and checking for comprehension. A variety of speaking tasks ranging from informal to formal presentations give students an opportunity to refine their oral English. *Prerequisites:* ERDW 083 and ESPL 083 or equivalent score on the placement test.

**EOPT-062****Computer Skills For ESL I**

5 Credits (105:0:0 hours)

Computer Skills for ESL I is for the beginning computer user. The course teaches the basic competencies to start using the computer as a language learning tool. Basic competence in a Windows environment, word processing and Internet use are covered in this course. Students learn how to use language learning software, how to access free language learning web sites, and how to use learning management software such as Blackboard or Moodle. *Prerequisites:* Placement testing.

**EOPT-063****Computer Skills For ESL II**

5 Credits (105:0:0 hours)

Computer Skills for ESL II covers intermediate computer skills for language learning. Word, Excel, PowerPoint and databases are covered as well as more advanced Internet searches, deep net searches and evaluating web sites. Students complete language learning activities that require the use of computer applications and software. *Prerequisites:* A minimum grade of B- in ERDW 082 and ESPL 082 or equivalent on the placement test.

**EOPT-064****Academic Vocabulary I**

5 Credits (105:0:0 hours)

Academic Vocabulary I is intended for students at the intermediate level who need to expand their academic vocabulary for further studies. It introduces the 400 most frequently used word families from the Academic Word List (not all of which will be new to the students). A variety of activities and strategies are used to help students integrate new vocabulary into their daily language use. *Prerequisites:* Placement testing.

**EOPT-065****Academic Vocabulary II**

5 Credits (105:0:0 hours)

Academic Vocabulary II is intended for students at the advanced level who need to expand their academic vocabulary in preparation for further study. It introduces 400 word families from the Academic Word List. A variety of strategies and activities are used to help students integrate the new vocabulary into their daily language use. *Prerequisites:* A minimum grade of B- in ERDW 083 and ESPL 082 or equivalent score on the placement test.

**EOPT-066****Grammar I**

5 Credits (105:0:0 hours)

Grammar I is intended for students at the low intermediate to intermediate level. It covers simple and progressive tenses, declarative, negative and interrogative sentences, word forms/word families and word order in simple, compound and some complex sentences. Students learn to use correct grammatical forms in both spoken and written English. *Prerequisites:* ERDW 080 or equivalent reading and writing score on the placement test.

**EOPT-067****Grammar II**

5 Credits (105:0:0 hours)

Grammar II is intended for the high intermediate to advanced student. It covers complex sentences, clauses and phrases, passives and perfect tenses. Word order and correct word forms in complex structures will be emphasized. *Prerequisites:* A minimum grade of B- in ERDW 082 or EOPT 066 or equivalent on the placement test.

**EOPT-068****Research Writing**

5 Credits (105:0:0 hours)

This course prepares advanced level ESL students for post-secondary studies by taking them through all the stages of writing a research essay from topic development through writing, referencing and presenting the paper. The research component focuses on the university's library databases and other resources. *Prerequisites:* ERDW 083 or equivalent on the placement test.

**EOPT-069****Studying in Canada**

5 Credits (105:0:0 hours)

Studying in Canada is an orientation course for new international students of ESL at the beginner level. The course covers academic and practical aspects of living and studying in Canada, such as strategies for academic success in Canada, nutrition, health and culture shock, shopping, banking, housing, and community engagement. *Prerequisites:* Placement Testing.

**ERDW-079****Introductory Reading and Writing**

5 Credits (105:0:0 hours)

Introductory Reading and Writing is intended for the learner with little background in English. It includes the development of basic reading and writing skills in English: reading short paragraphs on familiar topics, writing basic sentences on familiar topics and developing basic vocabulary. *Prerequisites:* Literate in the Roman alphabet, grade ten or equivalent first language education, appropriate score on the placement test.

**ERDW-080****High Beginning Reading and Writing**

5 Credits (105:0:0 hours)

High Beginning Reading and Writing is intended for students at the high beginner level. It builds on the skills acquired in ERDW 079. The course covers basic English vocabulary and sentence structure, along with improved reading comprehension of modified text on familiar topics. *Prerequisites:* A minimum grade of B- in ERDW 079 and ESPL 079 or equivalent score on the placement test.

**ERDW-081****Intermediate Reading and Writing I**

5 Credits (105:0:0 hours)

Intermediate Reading and Writing I allows the students to develop reading skills through reading adapted text at the low intermediate level. They write with improved fluency and grammatical accuracy and prepare for further study. High frequency vocabulary from the Academic Word List is introduced. *Prerequisites:* A minimum grade of B- in ERDW 080 and ESPL 079 or equivalent score on the placement test.

**ERDW-082****Intermediate Reading and Writing II**

5 Credits (105:0:0 hours)

Intermediate Academic Reading and Writing II introduces short narratives on common topics of interest. Students learn to scan for details and interpret maps and tables. Students also learn to take notes, organize information and use reference sources such as dictionaries. More vocabulary from the Academic Word List is introduced. Students write paragraphs and summaries. *Prerequisites:* A minimum grade of B- in ERDW 081 and ESPL 080 or equivalent score on the placement test.

**ERDW-083****Advanced Reading and Writing I**

5 Credits (105:0:0 hours)

Advanced Reading and Writing I is intended to help students develop the reading and writing skills required to succeed in post-secondary education. The following reading skills are covered: skimming, scanning, predicting and summarizing. Paragraph and essay writing is covered in conjunction with a review of grammar. Most of the Academic Word List is introduced. *Prerequisites:* A minimum grade B- in ERDW 082 and ESPL 081 or equivalent score on the placement test.

**ERDW-084****Advanced Reading and Writing II**

5 Credits (105:0:0 hours)

In Advanced Reading and Writing II, students develop reading and writing skills to a level which ensures their comprehension and interpretation of complex English texts and vocabulary. Grammatical accuracy is emphasized. Students are expected to practice note-taking and write summaries, essays and reports in a logical, well-organized manner. News items are analyzed for fact and opinion. Speed reading is also introduced. Academic vocabulary is enhanced and put into practice. *Prerequisites:* A minimum grade of B- in ERDW 083 and ESPL 082 or equivalent score on the placement test.

**ERDW-085****Reading and Writing for Academic Purposes**

5 Credits (105:0:0 hours)

Reading and Writing for Academic Purposes is intended for students who require an academic level of English reading and writing for re-entry into a profession, entry into a high school upgrading program or entry into post-secondary education. Students access material and topics at a post-secondary and professional level. The course includes discussion and analysis of literary works in conjunction with the development of critical thinking skills and clarity of expression. Charts, graphs and non-fiction are studied and interpreted for content, opinion, bias and writing style. *Prerequisites:* A minimum grade of B- in ERDW 084 and ESPL 083 or equivalent score on the placement test.

**ESLG-070****Preparation for the CAEL Assessment**

5 Credits (90:0:0 hours)

CAEL Preparation provides ESL learners with the opportunity to become familiar with the CAEL Assessment format, to improve specific examination skills and strategies, and to improve abilities in English listening comprehension, reading comprehension, essay writing and speaking. *Prerequisites:* iBT TOEFL 60, IELTS 4.5, CAEL 50.

**ESPL-079****Introductory Listening and Speaking**

5 Credits (105:0:0 hours)

Introductory Listening and Speaking is for the learner with little or no oral English. It includes the development of basic oral comprehension and expression in English. It emphasizes the development of speaking and listening tasks required for integration into community life. *Prerequisites:* Placement Testing.

**ESPL-080****High Beginning Listening and Speaking**

5 Credits (105:0:0 hours)

High Beginning Listening and Speaking is intended for learners who require general English listening and speaking ability at the high beginner level. Students build upon the skills acquired in ESLS 079. They develop basic and informal speaking and listening skills, in addition to basic English vocabulary and sentence structure. *Prerequisites:* A minimum grade of B- in ESPL 079 and ERDW 079 or equivalent score on the placement test.

**ESPL-081****Intermediate Speaking and Listening I**

5 Credits (105:0:0 hours)

Intermediate Listening and Speaking I develops a level of oral fluency in English that allows students to be successful if they choose to pursue further academic studies. New vocabulary and sentence structures are practiced to encourage incorporation into the students daily language use. New and interesting topics are introduced which provide a medium for learning to make requests, to give and understand directions and instructions, to ask for clarification and to talk about what they have learned. *Prerequisites:* A minimum grade of B- in ESPL 080 and ERDW 079 or equivalent score on the placement test.

**ESPL-082****Intermediate Listening and Speaking II**

5 Credits (105:0:0 hours)

Intermediate Listening and Speaking II places emphasis on greater clarity of oral expression, the ability to comprehend oral instructions and messages, and the ability to paraphrase. Expansion of vocabulary and continuing development of accuracy in speaking tasks is essential at this level. *Prerequisites:* A minimum grade of B- in ESPL 081 and ERDW 080 or equivalent score on the placement test.

**ESPL-083****Advanced Speaking and Listening I**

5 Credits (105:0:0 hours)

In Advanced Listening and Speaking I, students develop a variety of oral skills required to complete post-secondary coursework successfully. Students participate in discussions based on reading or listening assignments and give short oral presentations. Grammatical accuracy in speaking is emphasized. Pronunciation/intelligibility strategies are addressed as required. *Prerequisites:* A minimum grade B- in ESPL 082 and ERDW 081 or equivalent score on the placement test.

**ESPL-084****Advanced Speaking and Listening II**

5 Credits (105:0:0 hours)

In Advanced Speaking and Listening II, students develop their listening skills to be able to comprehend complex academic material such as university level lectures. Students are expected to participate in group discussions on highly complex topics, prepare and deliver well-researched oral presentations supported by PowerPoint presentations or other visual support. Grammatical accuracy and breadth of vocabulary are emphasized. *Prerequisites:* A minimum grade of B- in ESPL 083 and ERDW 082 or equivalent score on the placement test.

**ESPL-085****Listening and Speaking for Academic Purposes**

5 Credits (105:0:0 hours)

Listening and Speaking for Academic Purposes is intended for students who require academic level oral comprehension and fluency for post-secondary studies or high school upgrading. The course includes discussion and analysis of lecture and other high level listening material. A high degree of oral fluency with clear expression of complex ideas is expected in the course. Formal presentation skills are also developed. *Prerequisites:* A minimum grade of B- in ESPL 084 and ERDW 083 or equivalent score on the placement test.

**FNCE-113****Intro to Quantitative Decision**

3 Credits (45:0:0 hours)

Students are introduced to quantitative techniques commonly used in managerial decision-making. Students focus on the applications of these techniques to major decision-making areas of business including accounting, economics, finance, insurance, marketing, management, supply chain, and human resources. Topics include: the use of ratios, proportions, percents, and equations to solve business problems, simple and compound interest, analysis and interpretation of the time value of money, progressions and their applications in finance, linear programming and optimization, and break-even analysis.



**FNCE-301****Introductory Finance**

3 Credits (45:0:0 hours)

Students are introduced to corporate financial decision-making concepts, tools and models for financial analysis. Financial policies are examined with a view to maximizing the value of the firm. Topics include financial markets, debt and equity financing, market efficiency, models for valuing stocks, bonds, risk measures, risk reduction, dividend policy, capital budgeting, and the valuation and selection of assets.

*Prerequisites:* ACCT 311 and MGTS 103 or STAT 151.

**FNCE-404****International Finance**

3 Credits (45:0:0 hours)

The course covers the concepts of international financial management in global business. Students learn how the foreign exchange and global financial markets operate, how currency risks and international financial investments can be managed, and how international trade may be financed. The key topics covered in this course include workings of the foreign exchange market, determination of foreign exchange rates, the forward exchange market, currency options, covered interest investment, the Eurocurrency market, methods of global debt financing, currency and interest rate swaps, and various methods of trade finance. *Co-requisite:* FNCE 301.

**FNCE-406****Valuation and Investment Decision**

3 Credits (45:0:0 hours)

This course provides students applied knowledge on project and enterprise valuation. Students learn how to conduct a complete project evaluation and enterprise valuation. The course has an integrated approach to valuation as it considers the relevant risks of the project and the mechanisms to hedge these risks; the financing decisions associated with the investment and its impact on firm value; and, the use of different valuation techniques (DCF, real options, comparables). The course is aimed at showing students the latest valuation practices used in the industry by illustrating the valuation principles in the context of realistic situations.

*Prerequisites:* FNCE 301 AND ACCT 322.

**FNCE-498****Independent Studies in Finance**

3 Credits (0:0:45 hours)

In consultation with, and supervised by, a member of the department or an approved professional in the community, a senior student undertakes advanced scholarly work related to the field of finance. The faculty member guides the student in designing and undertaking this work, using appropriate assumptions and methods to arrive at warranted conclusions and outcomes that will advance finance knowledge or practice or create meaningful results. *Prerequisites:* Consent of the course instructor and the chair.

**FREN-111****Introductory French I**

3 Credits (75:0:0 hours)

This is a course for students with little or no previous background in French. Students learn basic French grammatical structures and a wide variety of vocabulary. Oral comprehension, speaking, reading and writing are all emphasized, and students are introduced to aspects of the French-speaking world. **Note:** Students with native or near-native proficiency cannot take this course. Heritage speakers must consult the department prior to enrolment. Students with a proficiency level beyond this course may be directed to a higher-level course. Students with credit in French 20 or equivalent cannot receive credit for this course.

**FREN-112****Introductory French II**

3 Credits (75:0:0 hours)

In this sequel to FREN 111, students continue to develop their skills in oral comprehension, speaking, reading and writing, as well as their understanding of the French-speaking world. **Note:** Students with native or near-native proficiency cannot take this course. Heritage speakers must consult the department prior to enrolment. Students with a proficiency level beyond this course may be directed to a higher-level course. Students with credit in French 30 or equivalent cannot receive credit for this course.

*Prerequisites:* Minimum grade of C- in FREN 111 or successful completion of French 20 or equivalent.

**FREN-211****Intermediate French I**

3 Credits (75:0:0 hours)

This course aims to strengthen the students' speaking, listening, reading and writing skills. It includes an extensive grammar review, and a cultural overview of the French-speaking world. **Note:** Students with native or near-native proficiency cannot take this course. Heritage speakers must consult the department prior to enrolment. Students with a proficiency level beyond this course may be directed to a higher-level course. Students with credit in French Language Arts 30 or equivalent cannot receive credit in this course.

*Prerequisites:* Minimum grade of C- in FREN 112 or successful completion of French 30 or equivalent.

**FREN-212****Intermediate French II**

3 Credits (75:0:0 hours)

In this sequel to FREN 211, students continue to develop their speaking, listening, reading and writing skills and to expand their knowledge of grammar and culture of the French-speaking world. **Note:** Students with native or near-native proficiency cannot take this course. Heritage speakers must consult the department prior to enrolment. Students with a proficiency beyond this course may be directed to a higher-level course.

*Prerequisites:* Minimum grade of C- in FREN 211.

**FREN-297****Advanced French I**

3 Credits (75:0:0 hours)

This course aims to improve the students' oral communication and writing skills. Through practice in discussions and compositions based on themes from readings and films, students also expand their knowledge of vocabulary and grammar. **Note:** Students with native or near-native proficiency cannot take this course. Heritage speakers must consult the department prior to enrolment. Students with a proficiency level beyond this course may be directed to a higher-level course.

*Prerequisites:* Minimum grade of C- in FREN 212, or successful completion of one of French Language Arts 30 or an advanced level French course.

**FREN-298****Advanced French II**

3 Credits (75:0:0 hours)

In this sequel to FREN 297, students continue to improve their oral communication and writing skills and to expand their knowledge of vocabulary and grammar through practice in discussions and compositions. **Note:** Students with native or near-native proficiency cannot take this course. Heritage speakers must consult the department prior to enrolment. Students with a proficiency level beyond this course may be directed to a higher-level course.

*Prerequisites:* Minimum grade of C- in FREN 297.

**FREN-321****French Culture and Civilization**

3 Credits (45:0:0 hours)

This course, taught in French, examines the main cultural characteristics of France through reading and discussion about French civilization. Emphasis is placed on historical events, philosophy, literature, and arts in France from late antiquity to modern times.

*Prerequisites:* Minimum grade of C- in FREN 298.

**FREN-331****Advanced French Composition**

3 Credits (45:0:0 hours)

Taught in French, this course examines the practices of informal, formal and scholarly writing used in contemporary written French. The course objective is to refine students' writing skills by teaching them techniques and strategies for different types of writing while emphasizing how grammatical content and lexicon affect the expression of ideas.

*Prerequisites:* Minimum grade of C- in FREN 298 or advanced placement.

**FREN-341****Introduction to Translation**

3 Credits (45:0:0 hours)

This course introduces students to the theory and practice of translation between French and English.

*Prerequisites:* Minimum grade of C- in FREN 298 or equivalent, or consent of the instructor.

**FREN-351****French Foundational Fiction**

3 Credits (45:0:0 hours)

A survey of French literature from its inception to the 20th century, this course examines selected works (prose, poetry and theatre) of France's major writers, periods and principle literary movements. Authors and their works are studied within their historical and cultural context to better understand their impact on and contribution to the development and evolution of French literature and the history of ideas. This course is conducted in French.

*Prerequisites:* Minimum grade of C- in FREN 298 or advanced placement.

**FREN-352****Enlightenment Literature**

3 Credits (45:0:0 hours)

This course is taught in French. Students examine French Literature produced during the age of Enlightenment up to the French Revolution. The readings cover the innovations of the Enlightenment and the political and social crises which ended the Ancien Regime. Students question the prejudices, superstitions, corruption and hierarchies of the period in exemplary literary texts.

*Prerequisites:* Minimum grade C- in FREN 298.

**FREN-353****French Theatre**

3 Credits (45:0:0 hours)

This course is taught in French. In this course students read and discuss French plays from dramatists of the seventeenth century to modern era. Students study social, political, historical and cultural contexts of the plays. Representations of class, gender, and the role of language are also considered. This course approaches theatre as text, dramaturgy, spectacle, and role-playing.

*Prerequisites:* Minimum grade of C- in FREN 298.

**GENE-317****Genetics and Society**

3 Credits (45:0:15 hours)

This course examines select advances in genetics and molecular biology and their impact on society. Social, legal, political and ethical aspects are discussed, emphasizing a Canadian perspective. Contemporary issues related to these fields are examined in a historical context including reflection on potential implications for the future.

*Prerequisites:* Minimum grade of C- in BIOL 207.

**GENE-370****Genetic Analysis of Eukaryotes**

3 Credits (45:0:15 hours)

This course provides a survey of genetic analysis in select model eukaryotes. Strategies involving both classical genetic approaches and molecular methods for genetic screens, mutational analysis, and probing gene function in eukaryotes are presented. **Note:** The prerequisites will be changing to BIOL 205 and BIOL 207 for the 2014-15 academic year.

*Prerequisites:* Minimum grade of C- in GENE 270.

**GENE-400****Genome Organization**

3 Credits (45:36:0 hours)

This course is an introduction to the field of genomics. The organization and expression of the genetic material in both simple and complex model systems are examined. Genomic techniques including sequencing, microarray analysis, proteomics and bioinformatics are discussed. Attention is paid to the application of genomics to understanding biological phenomenon.

*Prerequisites:* Minimum grade of C- in GENE 370.

**GENE-404****Genetic Regulatory Mechanisms**

3 Credits (45:0:15 hours)

The molecular biology of the processes by which the nucleotide sequences of genes are expressed as the cellular phenotype are examined. Emphasis is placed on similarities and differences between regulatory mechanisms in prokaryotes and eukaryotes. Transcriptional, post-transcriptional, translational and post-translational regulatory mechanisms are discussed.

*Prerequisites:* Minimum grade of C- in GENE 370.

**GENE-418****Human Genetics**

3 Credits (45:0:15 hours)

This course examines the principles and methods of genetics as they relate to humans as individuals and in populations. Classical and modern approaches used in the identification and analysis of Mendelian, complex and chromosomal disorders are discussed with the contextual emphasis on the relationship between basic science and human disease. The relevance of advances in these areas of human genetics to the diagnosis and treatment of genetic diseases is examined.

*Prerequisites:* Minimum grade of C- in GENE 370.

**GENE-420****Research Techniques in Molecular Biology**

6 Credits (0:120:0 hours)

This is a full year laboratory course in modern molecular, biochemical and cell biology techniques with an emphasis on the isolation, analysis, characterization and expression of genes and gene products. An understanding of the theory and application of experimental methods, and skills in the analysis and presentation of experimental data is developed through work in a realistic research setting. **Note:** The prerequisites will change to a minimum grade of C- in GENE 369 and GENE 370 for the 2014-15. academic year.

*Prerequisites:* Minimum grade of C- in GENE 370.

**GERM-111****Introductory German I**

3 Credits (75:0:0 hours)

German 111 is an introductory course for students with limited or no previous knowledge of German. It introduces the sounds of the language, an introductory suite of grammatical structures, tenses and concepts, an essential vocabulary set, as well as a basic linguistic comparison between English and German. Students develop an introductory level of oral/aural comprehension, expression, reading and writing skills. General aspects of geography, history and culture in German-speaking countries are also introduced. **Note:** Students with native or near-native proficiency in German cannot take this course. Heritage speakers must consult the department prior to enrolment. Students with a proficiency level beyond this course may be directed to a higher-level course. Students with credit in German 30, 35 or GERM 100 or equivalent cannot receive credit for this course.

**GERM-112****Introductory German II**

3 Credits (75:0:0 hours)

This course is a continuation of GERM 111 in which students improve the four language skills of listening, speaking, reading and writing, and broaden their cultural awareness of the German-speaking world. An additional and more challenging set of introductory grammatical structures builds upon the structures and forms acquired in German 111, and vocabulary is expanded to include a wider range of situations. **Note:** Students with native or near-native proficiency in German cannot take this course. Heritage speakers must consult the department prior to enrolment. Students with a proficiency level beyond this course may be directed to a higher-level course. Students with credit in German 30, 35 or GERM 100 or equivalent cannot receive credit for this course.

*Prerequisites:* Minimum grade of C- in GERM 111.

**GERM-211****Intermediate German I**

3 Credits (75:0:0 hours)

This course is designed to develop and strengthen oral comprehension, expression, reading and writing skills acquired in beginner-level courses through the use of authentic written, oral and visual materials. **Note:** Students with native proficiency in German cannot take this course. Heritage speakers must consult the department prior to enrolment. Students with a proficiency level beyond this course may be directed to a higher-level course.

*Prerequisites:* Minimum grade of C- in GERM 112 or successful completion of German 30 or 35.

**GERM-212****Intermediate German II**

3 Credits (75:0:0 hours)

This course is a continuation of GERM 211 and is designed to further develop and strengthen oral comprehension, expression, reading and writing skills acquired in GERM 211 through the use of authentic written, oral and visual materials. **Note:** Students with native proficiency in German cannot take this course. Heritage speakers must consult the department prior to enrolment.

*Prerequisites:* Minimum grade of C- in GERM 211.

**GOMT-121****Food and Beverage Operations I**

2 Credits (30:0:0 hours)

This course provides an overview of food and beverage operations in golf facilities and examines the requirements for their successful operation. Students discuss the role of the manager of a food and beverage operation from risk management to menu development.

**GOMT-211****Working With Boards and Committees**

1 Credits (15:0:0 hours)

This course enables participants to work more effectively with boards and committees. Various aspects of the structure, roles and administration processes that characterize board-governed, non-profit organizations are examined.

**GOMT-221****Food and Beverage Operations II**

2 Credits (30:0:0 hours)

This second level food and beverage course examines the management requirements of successful food and beverage facilities.

*Prerequisites:* GOMT-121

**GOMT-241****Golf Course Maintenance**

2 Credits (30:0:0 hours)

This course provides an overview of the various aspects of golf course maintenance, beginning with spring start-up procedures and ending with fall closing. Aspects of maintaining a high-quality golf course throughout the playing season are emphasized.

**GREK-101****Introductory Greek I**

3 Credits (75:0:0 hours)

This course introduces students to Classical Greek in the ancient tradition. The students learn the Greek alphabet and elements of Greek Grammar. Simple Greek texts are read and translated. **Note:** Students with a proficiency level beyond this course may be directed to a higher-level course. Students with credit in Greek 30 or 35 cannot receive credit for this course.

**GREK-102****Introductory Greek II**

3 Credits (75:0:0 hours)

This course is a continuation of GREK 101. Students continue to study the elements of Classical Greek grammar, to acquire additional vocabulary and to read and translate simple texts. **Note:** Students with a proficiency level beyond this course may be directed to a higher-level course. Students with credit in Greek 30 or 35 cannot receive credit for this course.

*Prerequisites:* Minimum grade of C- in GREK 101.

**HAPR-101****Bioacoustics of Human Hearing**

3 Credits (45:0:0 hours)

In this course students learn how a normal auditory system functions, as a foundation for working with people with hearing loss. Students use their mathematics background to examine the acoustic and psychoacoustic properties of sound and how sound is measured, learn about the anatomy of the entire auditory system from the outer ear to the auditory cortex in the brain, and apply their knowledge of acoustics to the physiology of how sound is processed from entering the outer ear to being perceived as sound.

**HAPR-102****Hearing Testing I**

2 Credits (30:15:0 hours)

This course is the first of three courses focusing on completing hearing testing activities. Although the material covered in this introductory course is basic, it forms the foundation for more advanced concepts relating to hearing testing. In this course, students learn about and experience hearing loss and the need for hearing testing, are provided with an overview of the entire hearing testing process, and learn to use basic hearing testing equipment and the standard forms that are used for reporting hearing test results. Students also learn about appropriate test environments and infection control measures, and how to maintain and troubleshoot hearing testing equipment.

*Prerequisite or Co-requisite:* HAPR 101.

**HAPR-103****Hearing Instrument Technology I**

4 Credits (45:30:0 hours)

This course is the first of three courses focusing on hearing aids. The material covered in this introductory yet comprehensive course forms the foundation for more advanced concepts relating to hearing aids. In this course, students learn basic components and acoustic characteristics of hearing aids and earmolds, as well as learn how to formally and informally evaluate hearing aid function, complete troubleshooting activities with hearing aids, and make recommendations regarding the need for hearing aid service. Students also learn to make earmold impressions and apply appropriate infection control measures when working the hearing aids and earmolds. *Prerequisite or Co-requisite:* HAPR 101.

**HAPR-104****The Aging Client**

3 Credits (45:0:0 hours)

This course explores the psychological, social and physical aspects of normal aging. Students examine and discuss demographics of an aging population and how the demographics influence and impact society. Personal values and attitudes as well as those evident in government policies, community planning, and the health care delivery system are also examined.

**HAPR-105****Customer Relations and Communications**

3 Credits (45:0:0 hours)

This course introduces students to the interpersonal skills required for providing high quality service to hard of hearing clients. Students examine their own abilities, learn and practice communication concepts, and develop the specific interpersonal communication and customer relations skills required for success as a hearing aid practitioner.

**HAPR-108****Business Management**

3 Credits (45:0:0 hours)

This course introduces students to the various administrative functions required to establish and manage a hearing aid dispensing practice, with an emphasis on marketing, financial planning, and service promotion.

### **HAPR-110** **Hearing Disorders**

2 Credits (30:0:0 hours)

Students first learn about hearing disorders and medical conditions and their associated hearing test results. Students then learn to recognize hearing test results that are consistent with specific hearing disorders/conditions and to predict the outcome of hearing testing for clients with specific hearing disorders and/or medical conditions.

**Note:** This course is taken concurrently with HAPR 111.

*Prerequisites:* HAPR 101, HAPR 102. *Co-requisite:* HAPR 110.

### **HAPR-111** **Hearing Testing II**

4 Credits (45:30:0 hours)

This course is the second of three courses focused on hearing testing. In this comprehensive course, students learn about and complete case history interviews, otoscopic examinations, air and bone conduction pure-tone testing, speech testing, masking, testing interpretation and making recommendations to clients.

*Prerequisites:* HAPR 101, HAPR 102. *Co-requisite:* HAPR 110.

### **HAPR-112** **Professional Responsibilities**

3 Credits (45:0:0 hours)

This course introduces students to the scope of practice for hearing aid practitioners, licensing requirements, and the role of regulatory bodies within the profession. Students also learn about the professionalism and ethics required for working with clients, working within a business environment, and operating a successful hearing aid practitioner's business.

### **HAPR-114** **Practicum I**

4 Credits (0:90:15 hours)

This course follows completion of the first year of studies in the Hearing Aid Practitioner program. Students integrate knowledge and skills learned in all first-year program courses as they practice working with hearing aids, making earmold impressions, and completing hearing tests.

*Prerequisites:* Minimum grade of C- in HAPR 103, HAPR 105, HAPR 110 and HAPR 111.

### **HAPR-201** **Interviewing and Counselling**

3 Credits (45:0:0 hours)

In this course, students are introduced to the interviewing and counselling practices and procedures required for supporting clients in accepting and coping with hearing loss, completing case history interviews, discussing hearing test results and hearing aid expectations/needs, and adjusting to and using hearing aids successfully.

### **HAPR-202** **Health Promotion and Rehabilitation for Individuals With Hearing Loss I**

3 Credits (45:0:0 hours)

This course is the first of two courses focusing on providing rehabilitative support to hard of hearing adult clients. In this introductory course, students learn to assess needs and provide support to adult hearing aid users, on both an individual and community level, as well as how to assess community support and advocate for the needs of hard of hearing individuals.

### **HAPR-203** **Hearing Instrument Technology II**

4 Credits (45:30:0 hours)

This course is the second of three courses focusing on hearing aids. Students first learn how to determine if clients are candidates for hearing aids and/or assistive listening devices. Students then learn how to perform and interpret real-ear measurements, complete soundfield testing, and make and interpret electroacoustic measurements with high-tech hearing aids. Lastly, students learn the function, characteristics and purpose of assistive listening devices.

*Prerequisites:* HAPR 114.

### **HAPR-204** **Hearing Testing III**

2 Credits (15:30:0 hours)

This course is the final course focused on hearing testing. In this course students first learn about and complete immittance testing. Students also study modifications and special tests that provide additional or supporting information to the basic test battery and learn how to write referral letters to physicians. In the mandatory lab at MacEwan University, students review and practice the entire hearing testing process and complete a full hearing test with an adult client.

*Prerequisites:* HAPR 114.

### **HAPR-210** **Health Promotion and Rehabilitation for Individuals With Hearing Loss II**

3 Credits (45:0:0 hours)

This course is the second of two courses focusing on providing rehabilitative support to hard of hearing clients. In this course, students learn how to determine the hearing-related needs of hard of hearing senior citizens and how hearing aid practitioners provide elderly clients and their families and caregivers with support.

*Co-requisite:* HAPR 202.

### **HAPR-211** **Hearing Instrument Technology III**

4 Credits (45:30:0 hours)

This comprehensive course is the last of three courses focusing on hearing aids. Students first learn how to select and order appropriate hearing aids for clients. Students then learn how to support clients when they first receive their hearing aids and throughout the hearing aid trial period. Finally, students learn how to evaluate the success of hearing aid fittings and provide long term support to adult hearing aid users. In the mandatory lab at MacEwan University, students learn about manufacturer 146s hearing aids and hearing aid software, and review the entire process of selecting and fitting hearing aids and providing support to hearing aid users.

*Prerequisites:* HAPR 203.

### **HAPR-212** **Field Placement**

4 Credits (0:0:210 hours)

Field placement students participate in online seminars, complete professional activities under the direct supervision of professionals working in hearing aid dispensing clinics, and reflect upon their growth and achievement on an ongoing basis throughout their field placements.

*Prerequisites:* Minimum grade of C- in HAPR 104, HAPR 108, HAPR 112, HAPR 201, HAPR 204, HAPR 210, and HAPR 211.

**HEED-110****Personal Health and Well Being**

3 Credits (45:0:0 hours)

This course is an introduction to the general concepts of health promotion, wellness, health education and current health issues. It provides an individual-based analysis of personal health issues with an emphasis on planning and managing one's own lifestyle to enhance health and well-being. Emphasis is on planning and managing one's own lifestyle for health and well-being within the context of the current health care system.

**HIST-100****Introduction to History**

3 Credits (45:0:0 hours)

This course introduces students to the practice of history and the methods by which historians research and think about the past using selected topics in world history as a foundation for study. In learning about each topic, students are encouraged, through practical exercises and assessment strategies, to think historically and to acquire the essential research skills which underpin history as a discipline. As well, questions are asked about the quality and authenticity of sources, the nature of historical causation, and the role of the historian in the evaluation and interpretation of evidence. Overall, this course is designed to hone students' critical abilities, interpretive skills, writing abilities and to stimulate intellectual curiosity through analysis of selected world history topics. **Note:** Recommended for students who intend to major or minor in history.

**HIST-110****Pre-Modern World History: c. 600-1400**

3 Credits (45:0:0 hours)

This course presents a survey of world history from the collapse of the Western Roman Empire to the discovery of the New World. During this period contemporaries witnessed the rise of empires in Asia, Africa and Europe, the growth of Islam, Christianity and Buddhism, and economic development that enabled increased interaction between various peoples across the globe. Topics covered in this course may include the rise of Islam, Tang China, Ghana, Mali and Great Zimbabwe, as well as the development of Western Europe.

**HIST-111****The Early Modern World: c. 1400 - 1800**

3 Credits (45:0:0 hours)

This course presents a survey of world history from the rise of the Ottoman Empire to the start of the French Revolution. During this period contemporaries witnessed increased 'globalization' as well as significant religious and political changes within most early modern states across the globe. Topics covered in this course may include the Trans-Atlantic slave trade, the Protestant Reformation, Mughal India, Absolutism and European encounters with Asia and the Islamic Empires.

**HIST-112****The Modern World From 1800**

3 Credits (45:0:0 hours)

This course is a survey of world history from the late eighteenth century to the present day. The course examines European, Asian, African and American societies during the nineteenth century era of "European ascendancy" and the twentieth century era of the global superpowers, the United States, the Soviet Union, and China. At the beginning of the twenty-first century, the balance of forces in the world has changed yet again, and the world continues to be driven by conflicts both ideological and elemental. The course also serves as an introduction to the study of history as a discipline, and time is devoted to teaching basic research and writing skills.

**HIST-205****Medieval Europe**

3 Credits (45:0:0 hours)

This course introduces the student to the important events, developments and themes in medieval European history from Charlemagne to the Black Death. Discussion of social and political topics such as feudalism and manorialism, growth of legal systems, political theory and the rise of medieval states, the Crusades, medieval warfare, and the Holy Roman Empire are connected to cultural and intellectual themes related to Muslims in Iberia, urbanization, reform of the Catholic Church, and the rise of universities.

**HIST-209****Early Modern European History**

3 Credits (45:0:0 hours)

This course is a survey of European history from the Renaissance to Napoleon. Often seen as one of the most dynamic periods in European history, early modern Europe experienced rapid social, cultural, political and economic change that created new opportunities and challenges for every level of European society. In this course, students consider the evolving economy and society, the basic facts of life for the majority of Europe's peoples. They learn how the religious and intellectual unity of western culture fragmented and dissolved under the impact of new ideas and examine the nature of politics, the rise and fall of empires and the emergence of nation states.

**HIST-210****Modern European History: 1789 - Present**

3 Credits (45:0:0 hours)

This course is a survey of European history from the French Revolution to the present. As such it is also, however, a history of the wider world affected by the "European ascendancy" of the nineteenth century, and whose cataclysmic destruction has shaped much of the twentieth. The course starts with the twin upheavals of the French and Industrial Revolutions, charts the political and socio-economic fallout from these in the shape of new ideologies, new nation-states and new social classes, and shows how European imperialism transformed the globe down to 1914. The course then analyses the self-destruction of the old European order in two world wars, the emergence of a continent physically but also psychologically divided by the Cold War, and the revolutionary developments which, since 1989, have permitted these two halves of Europe to re-converge, a process complicated to this day by the bitter legacies of the past.

**HIST-211****The British Isles: 1450-1714**

3 Credits (45:0:0 hours)

This survey course explores some of the major themes in the history of the British Isles and the experiences of its people in a period that witnessed the growth of the nation state, the Protestant Reformation, the English Civil War and the Glorious Revolution. By examining the social, cultural, political and intellectual developments of the period, this course explores the increasingly interconnected histories of the peoples of Scotland, Ireland, Wales and England. The topics, themes and focus will depend on the instructor leading the course.

**HIST-212****Britain From the Glorious Revolution to The First World War**

3 Credits (45:0:0 hours)

Between 1689 and 1914, Britain achieved political stability, created a constitutional monarchy and widened the franchise to include the common people. Britain successfully faced the external challenges of the Seven Years War, the American Revolution and the Napoleonic wars and entered into a new phase of imperialist activity in Africa and Asia. It struggled with the challenges posed by urbanization, the industrial revolution, and the social problems these engendered. The middle class came to prominence and family and gender roles were transformed. This survey course examines many of the major events and developments in the history of Britain in this exciting period with the specific topics in any year selected by the instructor.

**HIST-213****Eastern Europe: 1900-Present**

3 Credits (45:0:0 hours)

This course is a survey of East European history from the turn of the twentieth century, comprising a belt of states from Finland to Greece, and from today's Czech Republic to the Ukraine. The course explores how these "lands between" have dealt with a legacy of economic and political backwardness; how they have been manipulated by the regional hegemons, Germany and Russia, serving in the process as a laboratory for the most destructive ideologies of the twentieth century; and how the effect of four decades of Communism, in particular, has deepened the region's backwardness so that, even in the post-Communist period, Eastern Europe's disparities continue to make it a fertile breeding-ground for nationalism and political extremism.

**HIST-250****American History to 1865**

3 Credits (45:0:0 hours)

This course is a survey of American history to the Civil War. Beginning with the early colonial ventures in Virginia and New England, the course traces the development and expansion of the American federation through the War of Independence, the Mexican-American war, and the Civil War. The American political experiment with constitutional democracy and the development of the party system are examined. The course also identifies and examines important social issues including the treatment of Aboriginal people, slavery and the rights of women.

**HIST-251****American History Since 1865**

3 Credits (45:0:0 hours)

This course is a survey of American history since the Civil War. Beginning with Reconstruction, this course traces the social, political, and economic transformation of America as it developed into a global superpower. The industrial and consumer-based society forms the backdrop for the political, social, and geo-political changes: from populism and progressivism to the Regan revolution, xenophobia to civil rights, isolationism to the Iraq War.

**HIST-260****History of Canada to 1867**

3 Credits (45:0:0 hours)

This course surveys Canadian history before 1867. Attention is given to both the French and English empires, the conflicts that occurred, and the social and political development of the colonies. Special consideration is given to the interactions between these imperial and colonial societies and Aboriginal people. The expansion of the European empires to the Pacific coast is also covered. The course concludes with the Confederation process in British North America.

**HIST-261****History of Canada Since 1867**

3 Credits (45:0:0 hours)

This course surveys Canadian history since 1867. It examines the people, forces and events that have shaped the history of this country, its society, its institutions and its identity. This course provides not only a foundation for further study in Canadian history but also the knowledge necessary for effective citizenship.

**HIST-281****Asia Since A.D. 1500**

3 Credits (45:0:0 hours)

This course is a survey of Asian history since 1500. The focus is on East Asia, including China and Japan, with complementary sections of Southeastern and Southern Asia. The emphasis is on the socio-cultural, economic, and political history of the region as well as relations with other countries and empires in the global community.

**HIST-282****History of Modern Japan**

3 Credits (45:0:0 hours)

This course presents a survey of modern Japanese history beginning with the Meiji Restoration in 1868. Focusing on the major political, social, economic, military, and diplomatic themes, Japan's evolution as a modern state will be examined. Major topics may include the birth of liberal democracy, imperialism and empire, militarism, the Pacific War, and Japan's postwar rise as an economic superpower.

**HIST-291****Topics in Political and International History**

3 Credits (45:0:0 hours)

This intermediate-level course surveys political and international world history with a focus on a particular conceptual topic. The topics are broad-based themes which have political or international consequences; the time period of study may vary from the late middle ages to the present. Examples of topics that might be covered are warfare, state formation and nation-building, the exercise of imperialism both formal and informal, global trade, or the development of political ideologies like liberalism, nationalism and socialism.

**HIST-292****History of Women in Europe and North America**

3 Credits (45:0:0 hours)

Women's history focuses on the experiences of women in the past but it is more than that. It addresses questions of roles and expectations, issues and challenges, ambitions and contributions. Starting from an evaluation of how scholars have conceptualized women and gender, this course examines the history of women in a particular period and geographic area selected by the instructor. Using contemporary feminist theories that construct gender, this course seeks to enhance the student's understanding of how prescriptions and customs of womanhood, socially bounded and culturally constructed, shaped the day to day lives of both elite and labouring women in historical periods since the middle ages.

**HIST-294****History of Sciences and Technology**

3 Credits (45:0:0 hours)

This course surveys important themes, traditions, people and institutions of Western science, technology and medicine. It is designed to familiarize students with an important aspect of European/Western culture and to serve as an introduction to and preparation for more advanced courses in the history of science and medicine. This course emphasizes how individuals and societies have understood and explained the natural world and their place in it, and how they have approached and justified the investigation of that world.

**HIST-300****Making History: Theory and Methods in History**

3 Credits (30:0:15 hours)

History is an academic discipline whose practitioners make a systematic study of the complexity, variety, and change of human ideas, behaviours, and actions across time. Historians gather, assess, analyze, and organize information to create knowledge about the past. This course examines the process of making history. It includes discussions about both the nature of historical evidence and the methods historians use. It also introduces students to basic questions and issues concerning the nature of our knowledge of the past.

*Prerequisites:* Minimum grade of C- in any 100-level or 200-level history course

**HIST-301****Topics in World History**

3 Credits (45:0:0 hours)

This course is an intermediate level course that examines world history through detailed examination of a particular topic. The topic in any given year is determined by the instructor. Examples of topics include, but are not limited to, broad-based themes such as environmental issues or the status of women, or specialized topics such as the impact of disease or slavery.

*Prerequisites:* Minimum grade of C- in one of HIST 110, HIST 111 or HIST 112.

**HIST-307****Renaissance Europe**

3 Credits (45:0:0 hours)

This course concentrates upon the intellectual, cultural and social changes confronting European society between 1350 and 1550. It examines the elites who fostered the high culture of the Renaissance, as well as the common men and women who experienced the socio-economic changes in European society during this period. The topics covered include such varied concepts as humanism, art and architecture, marriage, governance, religious life, and warfare.

*Prerequisites:* Minimum grade of C- in one of HIST 100, HIST 110, HIST 205, or HIST 209.

**HIST-308****Europe in the Age of Reformation**

3 Credits (45:0:0 hours)

This intermediate-level course explores some of the major themes in the history of the European Reformations from the fifteenth century through to the end of the sixteenth century. In particular, students investigate the origins and consequences of the Protestant and Catholic Reformations in sixteenth-century Europe. This course focuses predominantly on the religious, social, cultural and intellectual developments of this period; however, some attention is paid to the economic and political environment surrounding these important movements.

*Prerequisites:* Minimum grade of C- in one of HIST 110, HIST 111, HIST 208 or HIST 209.

**HIST-309****Crime and Society in Early Modern Europe**

3 Credits (45:0:0 hours)

This intermediate-level course investigates some of the major themes in the social history of Early Modern Europe from the onset of the Black Death to the Enlightenment. Students focus on the shifts in social, political, economic, and cultural attitudes that ushered in new ideas on crime and regulation, poverty and social discipline. Lecture topics and assigned reading materials describe how these ideas affected the peoples of Western Europe and contributed to a variety of ways individuals and groups experienced inclusion and exclusion in their communities.

*Prerequisites:* Minimum grade of C- in one of HIST 111, HIST 209, HIST 307 or HIST 308.

**HIST-310****Nationalism vs. Empire: The European Multinational Empires 1804-1918**

3 Credits (45:0:0 hours)

This intermediate level course investigates the four great multinational empires of Europe in the 'long' nineteenth century: the Habsburg Monarchy, the Russian and Ottoman Empires, and Prussia and its successor, the German Empire. Students consider the problems that emergence of nationalism posed in all these states, the ways in which each attempted to deal with nationalism, ranging from repression to containment to appeasement, and the conflicts culminating in the First World War that resulted in their collective break-up.

*Prerequisites:* Minimum grade of C- in any 100-level or 200-level history course.



**HIST-311****The Social History of Britain**

3 Credits (45:0:0 hours)

This intermediate level course examines the social history of Britain: the lives of its people, both grand and humble. We explore families, courtship and marriage, work and play, gender roles, religion and superstition, crime and punishment, class relations, local and regional identities, poverty and poor relief. Specific topics will vary depending on the individual instructor.

*Prerequisites:* Minimum grade of C- in any 100- level or 200-level history course.

**HIST-312****Scotland from MacBeth to the Union (1707)**

3 Credits (45:0:0 hours)

This course investigates the important events, developments and themes in Scottish history before the Union with England in 1707. The course explores Scotland's unique blend of Gaelic, English and Norman traditions in the Middle Ages, its 'pure and trew' Reformation in the sixteenth century, and its attempt to stand independent in the face of English imperialism. The course emphasizes political and social developments, while providing significant coverage to intellectual, religious, economic and cultural themes.

*Prerequisites:* Minimum grade of C- in one of HIST 100, HIST 205, HIST 209 or HIST 211.

**HIST-338****Britain as a World Power**

3 Credits (45:0:0 hours)

Britain held a position of world dominance from the eighteenth century until the world wars of the twentieth century. It acquired a worldwide empire, sometimes deliberately, but often haphazardly. Britain administered its empire in a variety of ways, sometimes indirectly through local rulers, sometimes quite directly. In this course, students examine Britain's rise as an imperial nation and its relations with other European nations, as well as the process of its decline both as an imperial and a European power.

*Prerequisites:* Minimum grade of C- in any 100- level or 200-level history course.

**HIST-340****Diplomacy, War and Conflict in the 20th Century**

3 Credits (45:0:0 hours)

This intermediate-level course investigates the origins and consequences of the major military conflicts of the twentieth century. The course covers the Great War, the Second World War and the Cold War, as well as the national wars of independence in Asia and Africa, the war for Jammu and Kashmir, the Arab-Israeli conflicts of the Middle East, the Vietnam War and the Gulf War.

*Prerequisites:* Minimum grade of C- in any 100 or 200-level History course.

**HIST-341****Fascism and Authoritarianism in Europe 1918 - 1945**

3 Credits (45:0:0 hours)

This intermediate level course investigates the phenomenon of fascism in interwar Europe. The course starts from the premise that a generic fascism did exist, and can be defined, and that its origins and ideological components are traceable, not only to the general crisis following the First World War, but to social and political trends going back into the nineteenth century. The course also explicitly compares fascist movements, and the two fascist dictatorships of Italy and Germany, with the authoritarian regimes which became so prevalent in this period, highlighting both the essential differences between the two phenomena, and also the way in which authoritarianism occasionally borrowed fascist language and imagery. Specific attention is paid to Italian Fascism and German National Socialism, and to the native fascist movements of Eastern Europe.

*Prerequisites:* Minimum grade of C- in HIST 112 or HIST 210 or HIST 340.

**HIST-342****The Atlantic World**

3 Credits (45:0:0 hours)

Contact among Africans, Europeans and the indigenous peoples of the Americas created an Atlantic World. The Atlantic Ocean linked the nations and peoples living around its edges, beginning in the fifteenth century and continuing until the wars of independence and the end of the slave trade in the late eighteenth and early nineteenth centuries. Slaves and slave-traders, soldiers, merchants, sailors, pirates, indentured servants, convicts, settlers, governors and administrators crossed the ocean to encounter a diverse array of New World peoples. This course examines the lives of these people and the encounters, relationships, exchanges and clashes among these people in their Atlantic context.

*Prerequisites:* Minimum grade of C- in any 100- level or 200-level history course.

**HIST-345****Nationalism**

3 Credits (45:0:0 hours)

This intermediate-level course examines nationalism as a theme in world history. It starts with an exploration of nationalism as a concept: its history, its terminology and some of the theories cited for its emergence. This course examines the scholarly debate as to how far back we can go in identifying nations, the connection between nationalism and literacy, and that between nationalism and socio-economic development. Relying largely on a consideration of nationalism in a European context, the course nevertheless considers extra-European manifestations, including Canadian, American, Indian and Japanese nationalism; it also considers the peculiar phenomenon of "state nationalism", as attempted in the Russian and Ottoman Empires, and what might be called "confessional nationalism", as typified by modern Islamism.

*Prerequisites:* Minimum grade of C- in HIST 110, HIST 111 or HIST 112.

**HIST-352****The U.S. in World Affairs**

3 Credits (45:0:0 hours)

This course examines the history of American foreign policy during the 20th century providing insight into the process of foreign policy decision making, as well as the ramifications U.S. foreign policy has on nations around the world. Major topics include expansionism, “Big Stick” diplomacy, Wilsonianism, entry into wars, relations with Latin America and the Middle East, as well as the origins, culture, and effect of the events of the Cold War.

*Prerequisites:* Minimum grade of C- in any 100- or 200-level history course.

**HIST-355****Empire and Culture in Central Europe**

6 Credits (10:0:80 hours)

This upper-level travel course focuses on Vienna and Budapest as twin capitals of the Habsburg Monarchy and as centres of social and cultural exchange from the early modern period to the twentieth century. Both Vienna, as the administrative centre of the Holy Roman Empire and later the Austrian Empire, and Budapest, as capital of the Kingdom of Hungary, later subsumed within the Habsburg realms, presided over multinational polities embracing a tremendous diversity of religions, cultures and political systems. After a preliminary grounding in the history of the region and the completion of a major research paper, students will be accompanied to each city and will visit selected sites of interest, including museums, historical monuments and other cultural artifacts. The specific objective of this course will be a consideration of the cultural cross-currents created by such multinational societies, even in an age of increasing nationalism. **Note:** Priority will be given to students who have declared a minor or major in History at MacEwan University. Students are required to cover the costs of travel to Vienna and Budapest and associated living expenses.

*Prerequisites:* Minimum grade of C- in either HIST 100, HIST 111 or HIST 112, and a minimum grade of C- in either HIST 209 or HIST 210.

**HIST-361****Canadian Political History**

3 Credits (45:0:0 hours)

This course examines the political history of Canada since Confederation. Although the federal political system is the central focus of the course, provincial political developments of national importance are not ignored. Among the topics discussed in this course are the Pacific scandal, the Manitoba school question, women’s suffrage, the Progressive party and Maritime Rights movement, the politics of unemployment, the rise of Social Credit in Alberta, the formation of the CCF and NDP, Medicare, the Quiet Revolution, the Constitution Debates, and the Meech Lake accord.

*Prerequisites:* Minimum grade of C- in any 100- level or 200-level history course.

**HIST-365****The Canadian West to 1885**

3 Credits (45:0:0 hours)

This course examines the history of the Canadian West to 1885. During this period, western North America was integrated into the colonial economic and social system and, eventually, into the Canadian federation. Topics covered in the course include the development of fur trade societies, origins of the Metis, Red River and west coast settlements, British Columbia gold rushes, the confederation process in the west, and the Northwest Rebellion.

*Prerequisites:* Minimum grade of C- in any 100- level or 200-level history course.

**HIST-366****The Canadian West Since 1885**

3 Credits (45:0:0 hours)

This course examines the history of the Canadian West since 1885. Social, political and economic developments in this region continue to play a central role in Canada’s development. Topics include the region’s leadership in social policy related to immigration, women’s suffrage and Medicare; the resource-based economy of wheat, timber, mining and oil; and the distinctive political culture and alternative political parties such as the United Farmers, CCF, Social Credit and Reform.

*Prerequisites:* Minimum grade of C- in any 100- level or 200-level history course.

**HIST-367****Canada in World Affairs**

3 Credits (45:0:0 hours)

This course examines Canada’s diplomatic, military, economic and political role in world affairs. Canada’s relationship with the British Empire and the United States receives special emphasis. Attention is also given to the affect of international affairs on domestic, social and political issues.

*Prerequisites:* Minimum grade of C- in any 100- level or 200-level history course.

**HIST-369****The History of Indian Policy in Canada**

3 Credits (45:0:0 hours)

This intermediate level course examines the history of Canadian Indian policy from its genesis in the 1830s to the present. The focus is on the interplay between Aboriginal peoples, Aboriginal rights, constitutional law, economic and social changes, and the development of government policy. Special attention is paid to the consequences of the policy development for Aboriginal societies and culture.

*Prerequisites:* Minimum grade of C- in HIST 260 or HIST 261.

**HIST-400****Senior Thesis**

3 Credits (0:0:45 hours)

In this individual study course, students write a major essay and make a conference-style presentation on a specific topic of their choice. This course is open only to History majors. **NOTE:** Students may receive credit for only one of HIST 400 and HIST 401. Students desiring HIST 400 must consult with the History Coordinator to select a primary and secondary supervisor. *Prerequisites:* Consent of the department.

**HIST-401****Senior Research Project**

3 Credits (0:0:45 hours)

In this seminar course, students conduct research, write a major essay, and make a conference-style presentation on a topic chosen by the instructor. This course is open only to History majors. **NOTE:** Students may receive credit for only one of HIST 400 and HIST 401.

*Prerequisites:* A minimum grade of C- in 30 credits of senior history courses including HIST 300.

**HIST-410****Topics in European History**

3 Credits (0:0:45 hours)

In this seminar-based course, students discuss, criticise and analyse readings on a selected topic in European history. They also prepare a major research paper on an issue related to one or more of the seminar topics. The topic in any given year is selected by the instructor.

*Prerequisites:* Minimum grade of C- in one of HIST 208, HIST 209 or HIST 210 and a minimum grade of C- in 6 credits of 200- or 300-level history courses.

**HIST-411****Topics in British History**

3 Credits (0:0:45 hours)

In this seminar-based course, students discuss, criticise and analyse readings on a selected topic in British history. They also prepare a major research paper on a subject related to the course topic. The topic in any given year is selected by the instructor.

*Prerequisites:* Minimum grade of C- in 9 credits of 200- or 300-level history courses.

**HIST-442****Topics in Imperialism and Colonialism**

3 Credits (0:0:45 hours)

In this seminar-based course, students discuss, criticise and analyse readings on a selected topic related to imperialism and/or colonialism. They also prepare a major research paper on an issue related to one or more of the seminar topics. The topic in any given year is selected by the instructor.

*Prerequisites:* Minimum grade of C- in 9 credits of 200- or 300-level history courses.

**HIST-460****Topics in Canadian History**

3 Credits (0:0:45 hours)

In this seminar, students discuss, critique, and analyse readings on a selected topic in Canadian history. They also prepare a major research paper on an issue related to the seminar topic. The topic in any given year is selected by instructor.

*Prerequisites:* Minimum grade of C- in 9 credits of 200 or 300-level history courses including either HIST 260 or HIST 261.

**HIST-490****Topics in Social History**

3 Credits (0:0:45 hours)

In this seminar, students discuss, critique, and analyse readings on a selected topic in Social History. They also prepare a major research paper on an issue related to the seminar topic. The topic in any given year is selected by the instructor.

*Prerequisites:* Minimum grade of C- in 9 credits of 200- or 300-level history courses.

**HIST-497****Independent Study**

3 Credits (0:0:45 hours)

This course will permit a senior-level student to work with an instructor to explore a specific historical topic in depth through directed reading and research in primary and secondary sources. **Note:** Enrolment is by consent of the department.

*Prerequisites:* Minimum grade of C- in HIST 300 and in 15 credits in 200- or 300-level history courses.

**HLSC-104****Applied Human Anatomy**

3 Credits (45:0:0 hours)

This course describes the anatomical structures of the human body. The anatomical terms of reference and basic histology are referred to constantly as each of the body systems is studied. This course does not transfer to the Nursing Program, nor is it a University transfer course.

**HLSC-105****Applied Human Physiology**

6 Credits (90:0:0 hours)

This course introduces the basic concepts of human physiology. A comprehensive survey of the normal life processes occurring in the body systems is made, founded on the theme of homeostasis. Students are able to apply the basic principles and concepts of physiology rather than memorization of details. This course does not transfer to the Nursing Program, nor is it a University transfer course.

**HLSC-120****Human Anatomy**

3 Credits (45:0:0 hours)

The structure and functions of the human body are introduced within a health science perspective. The tissues, organs and major body systems are explored at macro and micro levels, with consideration of regional anatomy and functional integration. Terminology particular to descriptions and organization of human anatomy is introduced. **Note:** Students cannot obtain credit in both HLSC 120 and NURS 105. *Prerequisites:* Biology 30.

**HLSC-124****Microbiology for Health Professionals**

3 Credits (45:0:0 hours)

Principles of microbiology and classification of microbes are introduced. The focus is on the nature, reproduction and distribution of common microorganisms, and the epidemiology and role of pathogenic organisms in infectious diseases. Human immunology, antimicrobial strategies and health systems are integrated into discussion of the prevention and control of infectious diseases in humans. **Note:** Only one of HLSC 124 or MMID 133 may be taken for credit. *Prerequisites:* Biology 30.

**HLSC-126****Human Physiology I**

3 Credits (45:0:0 hours)

Normal function and components of the human body are addressed, with an emphasis on cellular function, homeostasis, hormone release and regulation. The organizing framework is based on concepts of homeostasis and regulatory mechanisms which enhance integrated functioning. Structure and function of the neurological and cardiovascular systems are examined. Normal physiological changes associated with growth and development, and aging are considered. *Prerequisites:* Science 30 or Chemistry 30, and Biology 30. *Co-requisite:* HLSC 120.

**HLSC-128****Human Physiology II**

3 Credits (45:0:0 hours)

Normal function and components of the human body are addressed, with an emphasis on body systems, and integration of function of the respiratory, hematological, immune/inflammatory, lymphatic, gastrointestinal, pancreatic, hepatic and urinary systems are examined in detail. Reproductive, digestive and metabolic processes are explored. Normal physiological changes associated with pregnancy, growth and development, and aging are considered. **Note:** Only one of HLSC 128, HLSC 122, NURS 108 or PHSL 162 may be taken for credit.

*Prerequisites:* Minimum grade of C- in HLSC 120 and HLSC 126.

**HLSC-220****Pharmacotherapeutics for Health Professionals**

3 Credits (45:0:0 hours)

Concepts of pharmacology are explored, with an emphasis on pharmacotherapeutics within health and illness experiences. Aspects of human physiology, growth, development and aging are integrated. Indications for use, mechanisms of action, therapeutic and adverse effects, assessment and patient/client education are explored in relation to major medication classifications and common medications. Professional responsibilities for provision of safe and optimal pharmacotherapy are examined. Political, legal, ethical, social and economic factors are discussed with regard to medications and health. Recognition of professional responsibilities and limitations are emphasized with regard to medication administration and evaluation.

*Prerequisites:* Minimum grade of C- in, HLSC 124 and HLSC 128. *Co-requisites:* HLSC 222 or equivalent knowledge at Baccalaureate level.

**HLSC-222****Alterations in Health Across the Lifespan**

3 Credits (45:0:0 hours)

This course builds on previous knowledge of microbiology, human anatomy and physiology by exploring etiological processes of disease and how these processes cause alterations in the structure and function of human cells, tissues, organs, and/or systems. Manifestations and experiences of select acute and chronic alterations in health across the lifespan are related to these pathophysiological changes. Mind-body-spirit interactions are addressed and the difference between disease and the illness experience are explored. Major concepts associated with disease are examined including risk factors, health determinants, growth and development, epidemiology, and levels of prevention.

*Prerequisites:* Minimum grade of C- in HLSC 124 and HLSC 128.

**HLST-101****Interpersonal Skills Development**

3 Credits (45:0:0 hours)

This course provides students with the knowledge and skills to communicate effectively with individuals and groups from diverse backgrounds and cultures. Students identify the impact of communication styles on individuals and groups. Team building strategies are included.

**HLST-150****Human Disease Processes**

3 Credits (45:0:0 hours)

In this course, students explore the concept of health and study the various aspects of disease. Body systems are reviewed and diseases of each system are covered.

*Prerequisites:* MTST 122, MTST 126.

**HLST-152****Foundations in Health**

3 Credits (45:0:0 hours)

Perspectives and definitions of health are explored within the context of individuals and selected aggregates. Factors that influence health, including health determinants, are examined. The influence of selected reports, legislation, and funding on the health care system are explored. Students are introduced to the concepts of primary health care, primary care, access to health care services, and development of programs and policies as they relate to achievement of health by individuals. Professional roles, responsibilities, and legislation within the health care system are discussed. Models and theories of change are introduced with regard to individual health promotion and injury prevention within society.

**HLST-154****Professional Communication**

3 Credits (45:0:0 hours)

Communication theory and skills are introduced. Beginning interpersonal and therapeutic communication skills for professional relationships are developed. Personal and professional perceptions, values, and beliefs are examined within the scope and standards of professional practice including respect, empathy, confidentiality, and accountability. Strategies related to the therapeutic use of self in interviewing and group processes are explored with an emphasis on reflection. Influences on communication including growth and development, culture, and diversity are discussed. Introductory knowledge and skills for communication media, information retrieval, health informatics, and documentation are developed.

**HLST-159****Health Foundations**

3 Credits (45:0:0 hours)

Students explore foundations in health from multiple perspectives, including definitions of health, health determinants and factors that influence health, primary health care, primary care, access to health care services, professional roles and responsibilities, and legislation within the health care system. Students examine how indicators of health and illness/injury influence program and policy development; as well as the influence of selected reports, legislation, and funding on the health care system. Students are introduced to models and theories of change related to health promotion and injury prevention. **Note:** Credit can be obtained in only one of HLST 152 or HLST 159.

**HLST-210****Human Sexuality**

3 Credits (45:0:0 hours)

This course provides an overview of human sexuality. Biological, psychosocial and cultural components of sexual health are integrated throughout the course. Instructor presentations, group discussions and expert guest speakers provide students with the opportunity to explore a wide range of topics in this complex subject.

**HLST-230****Culture Competence in a Multicultural Society**

3 Credits (45:0:0 hours)

Students develop theoretical and experiential knowledge and practical skills needed to function competently in intercultural situations. Students explore their cultural identities in order to understand the nature and influence of culture and develop sensitivity to cultural nuances. They learn the meaning and importance of cultural competency from global, professional and personal perspectives and examine the dynamics of power and oppression as they relate to cultural minorities, particularly immigrant and refugee populations. Principles for community development in cultural communities and culturally diverse communities are addressed. Students evaluate cultural competence in a work environment.

**HLST-290****Nutrition/Pharmacological Concepts**

3 Credits (45:0:0 hours)

This course presents the basic principles of nutrition and pharmacology that promote healthy lifestyle. Nutrition emphasizes awareness and choice. Pharmacology content includes how drugs work, and knowledge of classifications. Over-the-counter and natural products are examined.

*Prerequisites:* HLST 150.

**HLST-350****Principles of Wound Assessment and Management**

3 Credits (45:12:0 hours)

Students explore the rapidly expanding domain of wound management. The student acquires the knowledge related to the physiology of wound healing and develops the skills necessary to appropriately assess and diagnose a client with a chronic or problem acute wound. Students appreciate a holistic approach to wound assessment and management and gain skill in determining a care plan that provides optimal management of the wound environment.

*Prerequisites:* Health Care professional or senior nursing student with permission.

**HLST-351****Management of Chronic and Problem Acute Wounds**

3 Credits (45:12:0 hours)

Students examine the management and advanced assessment of chronic and acute problem wounds. Pathophysiology of specific problem wounds such as venous stasis ulcers, diabetic foot wounds and complicated surgical wounds are explored in detail, enabling the student to expand previously attained knowledge and skills. Students practice differentiating and documenting wound etiologies and appreciate adjunctive modalities that are useful in treating chronic or acute problem wounds. Using case studies and interactive communication, students develop critical thinking skills necessary to establish, implement, and evaluate a holistic and client focused care plan that provides optimal wound management and prevention. Impact on the patients quality of life is explored.

*Prerequisites:* HLST 350.

**HLST-352****Clinical Application of Wound Management**

3 Credits (0:12:64 hours)

Students apply principles of ethical, evidence-based wound management in a range of clinical settings across the health care continuum. The knowledge base and critical thinking skills developed during previous wound courses is synthesized and conveyed in an assortment of clinical environments. The clinical experience provides the students an opportunity to work with an interdisciplinary collection of wound care practitioners. Students compare and contrast various wound practices through interactive communication and reflective journals.

*Prerequisites:* HLST 351.

**HLST-353****Drains, Fistulas, Peristomal**

3 Credits (45:12:0 hours)

In this course the focus is on the assessment and management of skin conditions associated with drain sites, fistulas, and peristomal complications. Students acquire the knowledge and skills necessary to assess a client with skin breakdown associated with a drain site, a fistula, and peristomal complications. Students expand on previously attained knowledge and skills in wound management to establish, implement, and evaluate a plan of care that provides optimal wound management.

**HLST-354****Healthy Populations**

3 Credits (45:0:0 hours)

Principles and concepts of population health are examined with an emphasis on the influence of the determinants of health. Health promotion processes are examined including strengthening community action, building healthy public policy, creating supportive environments, developing personal skills and re-orienting health services. Primary health care concepts, empowerment, and capacity building are integrated. Intersectoral and interprofessional collaboration within local, national and international programs are explored. Societal and economic implications of primary health care and public health policy are analyzed within the Canadian context.

*Prerequisites:* Minimum grade of C- in HLST 152.

**HLST-355****Vascular Assessment**

3 Credits (30:30:0 hours)

The focus of this course is on vascular assessment of the lower extremities. With case based content, the course focuses on the application and synthesis of both clinical and technical vascular assessments to apply to patient care and treatments. Topic highlights include Ankle Brachial and Toe Brachial Indices related to arterial and venous health, diabetes, wound healing and diagnosis. This course utilizes a paced, blended delivery model including class, lab and online components.

**HRMT-131****Compensation**

3 Credits (45:0:0 hours)

Students are introduced to current compensation theories and concepts, including linkages to an organization's strategy and to other human resources functions. Students apply their knowledge of compensation by designing, costing and evaluating a variety of compensation elements, including job evaluation systems, choices of direct or indirect pay, performance rewards and variable compensation.

*Prerequisites:* HRMT 180.

**HRMT-145****Staffing**

3 Credits (45:0:0 hours)

Students examine the dynamics of the recruitment and selection processes, as well as the legal issues associated with the staffing function. The strategic role of staffing and its integration with other human resources management activities is also addressed. Other topics include the use of non-traditional employment relationships and deployment.

*Prerequisites:* HRMT 180.

**HRMT-151****Employee and Labour Relations**

3 Credits (45:0:0 hours)

Students examine the context of the labour-management relationship in Canada and the role of unions in the workplace. Students identify the legislative framework and key processes associated with union formation, the collective bargaining process, contract administration and dispute resolution. The effects of the on-going union relationship on other human resources management functions are also explored.

**Note:** Credit can only be obtained in one of HRMT 151 or HRMT 150.

*Prerequisites:* HRMT 180 and LEGL 212.

**HRMT-160****Training and Development**

3 Credits (45:0:0 hours)

Students explore the principles, concepts, and processes leading to quality learning experiences and examine the role of training and development in relation to other human resources processes. Students apply their understanding of learning theories and design processes to the development, costing, presentation and evaluation of a short training and development experience.

*Prerequisites:* HRMT 180.

**HRMT-180****Human Resources Management**

3 Credits (45:0:0 hours)

Students receive an overview of current human resources processes and practices in organizations. Students are familiarized with the strategic nature of the human resources management function, and the interrelationships between key activities such as job design and analysis, staff planning, recruitment and selection, training and development, compensation, workplace health and safety, employee relations and labour relations. Students are also introduced to the legal framework which informs human resources practices in Canada.

**HRMT-200****Management of Human Resources**

3 Credits (45:0:0 hours)

Students explore the role of human resources management in contemporary organizations and identify effective practices to hire, retain and develop employees. Students identify the interrelationships between the functional areas of human resources management including planning, recruitment, selection, training and development, performance management, total compensation, workplace health and safety, and employee and labour relations. Students examine key legislation relevant to human resources management and apply their knowledge to current and emerging work place challenges.

*Prerequisites:* MGMT 121 and MGMT 122, or ORGA 201 or BUSN 201.

**HRMT-231****Employee Benefits**

3 Credits (45:0:0 hours)

Students examine the function and appropriate uses of employee benefits as part of a total compensation system. Students explore the relationship between employee benefits and an organization's human resources strategy and identify the effects of the legal environment and current trends on the design and administration of benefits plans. Students apply their knowledge of employee benefits and organizational needs to the planning, design, costing, implementation, administration and communication of a comprehensive benefits program.

*Prerequisites:* HRMT 131.

**HRMT-275****Workplace Health and Safety**

3 Credits (45:0:0 hours)

Students explore the legal and organizational requirements for health and safety policies and practices in the workplace and the personal and organizational effects of workplace accidents, injuries and disabilities. Students assess and develop health, safety and wellness initiatives that will enhance organizational performance and that are consistent with applicable regulatory standards. **Note:** Credit can only be obtained in one of HRMT 275 or DMWP 104.

*Prerequisites:* HRMT 160.

**HRMT-280****Human Resources Field Placement**

3 Credits (0:0:120 hours)

This is a supervised field project which is individualized to fit the needs of the student. Each student meets with the Program Coordinator and their employer or a participating organization. An appropriate project is designed and carried out by the student. Student achievement is jointly evaluated by staff and members of the participating organization.

*Prerequisites:* HRMT 130, HRMT 145, HRMT 150, HRMT 160.

**HRMT-295****Strategic Human Resources Management**

3 Credits (45:0:0 hours)

Through case study analysis, students apply an integrated knowledge of human resources management practices to the formulation and achievement of organizational goals. Students research, analyze, evaluate and develop strategic responses to a variety of current and emerging staffing, employee retention and performance management issues. Students also develop their professional practice skills. This course is intended to be taken in the final term of the Human Resources Management Diploma program. **Note:** Credit can only be obtained in one of HRMT 295 or HRMT 270.

*Prerequisites:* HRMT 131, HRMT 145 and ORGA 233.

**HRMT-314****Recruitment and Selection**

3 Credits (45:0:0 hours)

Students identify the critical function of employee recruitment and selection and examine strategies and tools used by organizations to find, assess and hire or promote employees. Issues of determining and balancing an organization's strategic needs with legal requirements such as employment equity and diversity are explored. Students also develop their selection interviewing skills, investigate emerging issues and trends, and apply their knowledge of recruitment and selection to the design of a staffing plan.

*Prerequisites:* HRMT 200

**HRMT-316****Total Compensation Management**

3 Credits (45:0:0 hours)

Students explore compensation as a strategic tool for improving organizational effectiveness and for helping to attract, retain and motivate staff. Students analyze the factors which shape and influence pay practices within an organization, and identify processes and techniques involved in establishing appropriate compensation levels. Students apply their knowledge in the critique or design of elements of an organization's direct compensation program, including the integrated use pay for performance compensation plans, to ensure alignment with an organization's human resources strategy.

*Prerequisites:* HRMT 200

**HRMT-318****Learning and Development**

3 Credits (45:0:0 hours)

Students identify theories and strategies which support employee learning and development and they apply this knowledge to the creation of training and development initiatives aligned with an organization's strategic priorities. Students explore how employee learning and development needs are determined, examine appropriate delivery methods and technologies, integrate strategies for the transfer of learning to the workplace, and design useful measures of learning and development success.

*Prerequisites:* HRMT 200.

**HRMT-331****Pension and Benefits Plans**

3 Credits (45:0:0 hours)

Students explore the use of employee benefits as an integral and strategic part of an organization's total compensation plan. Students develop their understanding of the scope of employee pension and benefit plan design and they situate different employee benefit components within the larger organizational, social and legal context. Students make recommendations about the supply, administration and communication of employee benefits appropriate to an organization's context.

*Prerequisites:* HRMT 316.

**HRMT-412****Labour and Employee Relations**

3 Credits (45:0:0 hours)

Students examine the strategic importance of labour and employee relations practices in Canada, and the effects of these practices on other human resources management systems. Students describe the impact of unions on the workplace, and explore the factors which shape the on-going employment relationship, including the role and structure of labour unions, the certification and collective bargaining processes, types of workplace disputes and dispute resolution processes, and current trends and issues in Canadian labour and employee relations.

**HRMT-475****Health, Safety and Wellness**

3 Credits (45:0:0 hours)

Students explore the Canadian workplace health, safety and wellness environment and identify the shared employer and employee responsibilities for the provision of safe and healthy workplaces. Students individually and in teams examine a variety of workplace health and safety initiatives in light of current research and trends in the field. Students apply their knowledge to the critique or development of health, safety or wellness policies or interventions which address employee and organizational needs.

*Prerequisites:* HRMT 318.

**HRMT-498****Independent Studies in Human Resource Management**

3 Credits (0:0:45 hours)

In consultation with, and supervised by, a member of the department or an approved professional in the community, a senior student undertakes advanced scholarly work related to the field of human resources management. The faculty member guides the student in designing and undertaking this work, using appropriate assumptions and methods to arrive at warranted conclusions and outcomes that will advance human resources management knowledge or practice or create meaningful results. *Prerequisites:* Consent of the course instructor and the chair.

**HSAD-300****The Human Service Administrator**

3 Credits (45:0:0 hours)

Students are introduced to the roles and responsibilities of managers in human service organizations, primarily in the not-for-profit sector and address issues related to leadership, organizational culture, planning, management controls, financial management, working with staff and boards, and resource development. Students explore a range of skills needed to successfully assume management responsibilities through an examination of recognized literature in the management field including, but not limited to, discipline-specific resources and journals.

**HSAD-305****Interpersonal Communication Skills for Human Service Administrators**

3 Credits (45:0:0 hours)

Students explore the interpersonal dimension of the role of leaders, managers and supervisors in human service agencies. Students in or aspiring to leadership roles develop skills and understanding for creating effective interpersonal environments in their workplace. Students have the opportunity to review and extend their communication skills, to learn strategies for time and stress management, and to explore and practise skills required for team building: setting directions, action-planning, managing meetings, problem-solving and resolving conflict.

**HSAD-310****Managing Human Resources in Human Service Agencies**

3 Credits (45:0:0 hours)

Students are introduced to the theory and practice of personnel management in human service organizations and develop skills in managing a diverse workforce. Utilizing a humanistic approach to human service management, students begin to acquire the skills to recruit, select, orient, train and retain staff. Students learn to develop job descriptions, appraise staff with the goal to improve performance, and conduct environmental scans to improve human resource practices. Additional topics studied include leadership styles, labour relations, occupational health and safety, and the unique considerations related to part-time and contracted employees.

**HSAD-315****Managing Financial Resources in Human Service Agencies**

3 Credits (45:0:0 hours)

Students are introduced to tasks that fall under financial accounting or bookkeeping in human services organizations including budget analysis, payroll, preparing for audits and managing endowment funds and charitable donations. Students develop the skills required to manage an organization's financial resources.

*Prerequisites:* HSAD 300.

**HSAD-320****Trends and Issues in Human Service Administration**

3 Credits (45:0:0 hours)

Students explore the management implications of current trends and issues on the organization and delivery of human services. Demographic, economic, social and political trends in Canada are identified and the resulting issues and implications discussed. Students are introduced to human service delivery in a selection of countries to understand how the evolution of social policy impacts human service delivery.

*Prerequisites:* HSAD 300 and HSAD 440.

**HSAD-399****Directed Field Study in Human Service Administration I**

15 Credits (0:0:537 hours)

Students explore leadership development and managerial practice within their directed work situation. Students are introduced to project management theory and work in a team situation to develop a project plan that is then presented to classmates.

*Prerequisites:* HSAD 320.

**HSAD-430****Managing Physical Resources in Human Service Agencies**

3 Credits (45:0:0 hours)

Students become familiar with important aspects of managing physical resources in human service organizations. Students learn to develop business plans, to assess and address facility needs, and to plan for improvements, including finding space in the community, renovation, new construction, and financing. Strategies for risk management and facility and equipment management, including maintenance procedures, leasing, and the security of information technology resources, are introduced as important tools for the human service administrator.

*Prerequisites:* HSAD 315 and HSAD 440.

**HSAD-435****Managing Change in Human Service Agencies**

3 Credits (45:0:0 hours)

This course focuses on cultivating the knowledge and skills necessary to respond to change in a strategic and proactive manner. Students develop strong strategic planning skills and are able to develop and implement strategic and proactive responses to manage uncertainty and change.

*Prerequisite/Co-requisite:* HSAD 430.

**HSAD-440****Research Practices in Human Service**

3 Credits (45:0:0 hours)

Students gain knowledge of the research process and research methods commonly employed in the social sciences. Students examine how research is conducted and discuss a number of research methods including qualitative, quantitative, action and narrative. Students develop the knowledge and skills required to read research reports critically and participate in research in an ethical and thorough manner.



**HSAD-445****Community-Based Practice in Human Service Agencies**

3 Credits (45:0:0 hours)

This course is designed to introduce students to the theory and practice of community work. Students are introduced to the fact that healthy, sustainable communities play a key role in enhancing the health, educational, and social programs delivered by more formally organized institutions. Students learn that community practice is a process of collaboration within a network of individuals and other service providers and develop the skills and knowledge to be an effective part of this process.

*Prerequisites:* HSAD 440.

**HSAD-499****Directed Field Study in Human Service Administration II**

15 Credits (0:0:537 hours)

Students demonstrate their leadership capacity through planning, implementing, and evaluating a relevant project in their field study agency. Students analyze the project in a capstone paper that shows their ability to integrate theory and practice and present their findings in an academically and professionally competent manner.

*Prerequisites:* HSAD 399, HSAD 445, HSAD 435 and HSAD 320.

**INFM-101****Introduction to Information Resources**

3 Credits (45:0:0 hours)

This course introduces students to the philosophy of information services, and the types of information providers and their resources. Major topics covered include the structure of information, the roles of information personnel in a variety of information environments, library and other information related associations, and an introduction to current major issues in the information field.

**INFM-103****Reference Fundamentals**

3 Credits (45:0:0 hours)

Students are introduced to and examine basic information sources and services. Standard reference sources, both print and electronic, are studied and students acquire an understanding and practical knowledge of the common reference sources used in public services. The philosophy of customer service including issues and procedures are introduced.

**INFM-104****Collection Development**

3 Credits (45:0:0 hours)

Students examine the principles, policies and procedures for developing collections of information materials. Topics studied include the tools necessary for the selection and acquisition of materials, the ordering of materials both manually and in an automated context, the deselection of materials, interlibrary loan and resource-sharing models, and issues of current importance in the information industry, including copyright and intellectual property.

**INFM-110****Professional Skills and Support Services**

3 Credits (45:0:0 hours)

Students identify and develop professional and support service skills required of library technicians, with a focus on customer service and career development. Working both individually and in teams, students develop and deliver training sessions. Students identify the design and attributes of effective library support services and identify strategies and techniques for improving them. Students identify career paths within the library profession and develop a personal portfolio to use in employment interviews. As well, students identify issues relating to legal risks in providing information services, and develop strategies to manage those risks.

**INFM-152****Information Services and Resources I**

3 Credits (45:0:0 hours)

Current trends and issues regarding reference services in libraries are studied. Students learn how to conduct an effective reference interview and evaluate reference services. Electronic database search techniques are developed, and students learn how to provide virtual reference services. Services and issues relating specifically to public libraries and elementary and secondary school libraries are considered.

*Prerequisites:* INFM 103.

**INFM-155****Organization of Information I**

3 Credits (30:30:0 hours)

This course introduces students to the theory and principles of information organization. It examines in detail the Anglo-American Cataloguing Rules for describing information materials in a variety of formats, and the Sears and Library of Congress Subject Headings lists for organizing information for retrieval by subject. Also included are MARC and other information exchange formats and procedures for deriving cataloguing and subject access information from external sources.

**INFM-202****Information Services and Resources II**

3 Credits (45:0:0 hours)

This advanced level reference course introduces students to the principles and practices of database searching, reference materials in specialized collections, bibliographic instruction, and social media trends in libraries. Students will examine the structure and philosophy of academic and special libraries, focusing on resources for specific subjects and special clientele. Trends and factors influencing the future of libraries and information technology will be discussed.

*Prerequisites:* INFM 152.

**INFM-205****Organization of Information II**

3 Credits (30:30:0 hours)

This course covers the theory and principles of indexing and abstracting and the classification of materials using the Dewey Decimal and Library of Congress classification schemes. Further examination and use of information exchange formats such as MARC are also included.

*Prerequisites:* INFM 155.

**INFM-208****Library Services for Children and Young Adults**

3 Credits (45:0:0 hours)

This course introduces the learner to children's and young adults' literature; its history, the various forms, and evaluative techniques employed in selecting literature for these age groups. Students learn to design and deliver library programs for children and young adults including storytelling, book talks, and puppetry.

*Prerequisites:* INFM 101 and INFM 152.

**INFM-209****Records, Information and Privacy Management**

3 Credits (45:0:0 hours)

Students are introduced to the concepts and elements of records and information management in the context of emerging social standards about access to information and personal information privacy protection, especially in public sector entities. The course includes an introduction to records organization systems; information life cycle, project management in information management, classification, retention and disposition, protection of sensitive and vital records; forms content and management, policy development and review, access and privacy legislation. Additional areas that are covered are national and international standards and professional certifications.

*Prerequisites:* INFM 101.

**INFM-219****Electronic Records Management**

3 Credits (45:0:0 hours)

Students study issues regarding the impact of technology on the management of electronic records including email management, managing records on shared drives, and electronic content management. Best practices to ensure that records are maintained in a manner that ensures their integrity, authenticity, accessibility, reliability, and usability throughout their retention are examined. The implications of legislation, standards, and regulations, and the establishment of policies to ensure compliance with them, as well as the establishment of a records preservation plan to protect records against destruction and unauthorized access are discussed.

*Prerequisites:* INFM 209

**INFM-255****Organization of Special Materials**

3 Credits (45:0:0 hours)

Students examine methods for organizing specialized information materials, including systems for organizing records and archives from a functional collection standpoint. Also included in this course are methods for serials management and the use of computer technology to manage special types of materials. Emerging trends in cataloguing are also discussed.

*Prerequisites:* INFM 205.

**INFM-258****Information Systems Design**

3 Credits (45:0:0 hours)

Students are introduced to systems analysis and design in the information environment. Topics include identifying and defining problems, the role of the human element in systems analysis and design, data collection and analysis methods and techniques, including interview, questionnaire and survey design, flowcharts and data flow diagrams, system design and presentation, system selection, testing and implementation, and evaluating system performance and vendor support.

*Prerequisites:* INFM 202 and INFM 205.

**INFM-259****Information Services Management**

3 Credits (45:0:0 hours)

Students study and examine the governance of libraries, including the mission and vision statements, and policy development. Project management techniques and practices are used to plan small library projects. Leadership styles, supervision, budgets, and customer service are covered. Several human resource components are practiced including job description writing, interviewing skills, and performance appraisals. Other types of information organizations and entrepreneurship are also discussed.

*Prerequisites:* INFM 202 and INFM 205.

**INFM-260****Field Placement**

3 Credits (10:0:170 hours)

Students gain first hand on-the-job experience through supervised workplace learning in a library setting. Prior to field placement, students update their professional portfolio and write a resume and a cover letter for a job application. Practice in conducting a job search and a job interview is provided. Employers and recent graduates offer an insider's view of expectations in the workplace and how to have a successful workplace learning experience.

*Prerequisites:* INFM 255, INFM 258 and INFM 259.

**INSE-098****Integration Seminar**

1 Credits (15:0:0 hours)

This course is designed to provide students in University Studies an opportunity for general academic development and planning. Students are updated on current happenings at the University of Alberta, in order to facilitate a smooth transfer between institutions. This is a required course for all first-year physical education students. (This course carries no credit toward a degree).

**INSE-099****Integration Seminar**

1 Credits (0:0:7 hours)

This course is designed to provide students in University Studies an opportunity for general academic development and planning. Students are updated on current happenings at the University of Alberta, in order to facilitate a smooth transfer between institutions. This is a required course for all first-year science students. (This course carries no credit toward a degree.)

**INSR-101****Insurance Principles and Practices**

3 Credits (45:0:0 hours)

Students develop an understanding of basic insurance principles and the primary benefits insurance contributes to society. Students are introduced to legal concepts and the legal environment in which insurance operates. They examine an insurance contract and are introduced to the legal elements required of all legally binding contracts. They explore the concepts of risk and its relationship to insurance. The role of risk management and the risk management process are introduced. Students examine insurance application forms, policies, binders, claims forms, and other documents common to the industry. Students differentiate between the various organizational forms of insurance companies and brokerages and are introduced to the reinsurance companies and the role they perform in the marketplace. They also develop an understanding of the types and methods of reinsurance.

**INSR-202****Property Insurance**

3 Credits (45:0:0 hours)

This course is an introduction to property insurance. Students examine the basic fire insurance policy and the extended coverage endorsement. Students are introduced to mortgage clauses, limitation clauses, including co-insurance, and statutory conditions relating to property insurance. Using basic form insurance policies, students examine how policy wordings are adapted and expanded to cover the various needs of the consumer such as homeowner's policies, residential condominium insurance and other miscellaneous coverages. Students are also introduced to commercial building, equipment and stock policy forms. This course explores current insurance issues concerning terrorism, mould and computer-related problems.

**INSR-203****Automobile Insurance**

3 Credits (45:0:0 hours)

Students are introduced to automobile insurance practices including application forms, policy wordings and endorsements. Students examine insurance programs for insurance availability, provincially governed indemnity funds, as well as automobile insurance rating and marketing. This course focuses primarily on automobile insurance provision in Alberta, but students are also introduced to the various government plans as well as the Quebec and Ontario plans.

**INSR-204****Liability Insurance**

3 Credits (45:0:0 hours)

Students examine important legal principles affecting liability insurance, including the basis for legal liability (common law, statutory and contractual). The Commercial General Liability Policy forms the basis for student learning in insurance contract analysis. Cases are used to apply hypothetical liability claims to determine coverages. Other coverages include products liability, workers' compensation, employers' liability and environmental liability. The course includes a brief discussion of underwriting and rating of liability insurance.

*Prerequisites:* INSR 101.

**INSR-205****Risk Management and Insurance**

3 Credits (45:0:0 hours)

Students are introduced to the risk management process. They examine objectives, identify and analyze exposures, and formulate alternatives for dealing with identified exposures. Students describe in detail the methods for managing risk: loss control, loss financing, retention and transfer of risks. Commercial property, liability, business interruption and business package policies are also examined.

*Prerequisites:* INSR 101

**INSR-210****Essential Skills for the Insurance Broker and Agent**

3 Credits (45:0:0 hours)

Students develop an understanding of insurance business practices from the broker's perspective. This skills-based course concentrates on the needs of personal lines clients and small commercial risks. Students examine the role of an agent or of a broker as an insurance intermediary. The progress of a risk from initial contact with the client through the evaluation and application process, to binding and policy documents is traced. Major product lines and common policy transactions that a broker or agent handles on a daily basis are examined.

*Prerequisites:* INSR 101 or equivalent.

**INSR-211****Essentials of Loss Adjusting**

3 Credits (45:0:0 hours)

Students develop an understanding of insurance and professional conduct within the claims domain. Students examine soft skills and technical skills required to handle insurance claims. Through a step-by-step process, students move from understanding to application, analysis, synthesis and evaluation of hypothetical claims scenarios in order to determine: a) if coverage exists, and b) how much of the claim is payable. The types of claims include automobile, property and liability.

**INSR-212****Underwriting Essentials**

3 Credits (45:0:0 hours)

The underwriter's role as an investor of shareholder capital on behalf of the insurer is explored. Students examine the role of the underwriter in accepting or rejecting risk for the insurer within parameters both set by the insurer and imposed by the external environment. Consideration is given to the many types of detailed knowledge, the hard and soft skills, and the temperament of an underwriter needed to perform effectively and efficiently. These characteristics are applied in the analysis of individual property, liability, and automobile risks.

**INSR-300****Insurance and Risk Management**

3 Credits (45:0:0 hours)

This course provides the theory and application of risk management and insurance a manager needs to ensure that an organization minimizes its exposure to loss while meeting its objectives. Key topics include risk identification and evaluation, and selection and implementation of risk management techniques. Other topics include insurance as a risk financing tool to pay for losses that do occur, insurance policy provisions, loss exposures and insurance for property, liability, life, health and income, and government regulations concerning risk management and insurance.

**INTB-200****Asia Pacific Practicum**

3 Credits (10:0:255 hours)

Students work in the Asia-Pacific region or in Canada with an organization that is active in the Asia-Pacific region. This practicum provides students with first hand exposure to international business practices and lifestyles. Under special circumstances, students may undertake to complete a business project in consultation with the Program. **Note:** Students are assessed tuition for the practicum. Students can obtain credit in only one of INTB 200 or INTB 250.

*Prerequisites:* Completion of Asia-Pacific Program including INTB 213.

**INTB-204****Trade Logistics**

1 Credits (15:0:0 hours)

Students are introduced to the basics of logistics management in international trade. Students learn the import/export processes and the basics of transportation management. Topics to be covered in this course include the export/import processes, elements of logistics, formation of a logistics plan, transportation management, trade documentation, and product standards and related issues.

**INTB-205****Independent Project**

1 Credits (15:0:0 hours)

Students complete an independent project in a specific area of interest related to their program of study. Suitable topics could include the study of social, cultural or business life in an Asian country but students may propose other topics. Students may also link their study to an appropriate workplace issue. A contract between the student and the instructor outlines the learning outcomes, process and criteria for evaluation.

**INTB-206****Managerial Accounting**

1 Credits (15:0:0 hours)

This course introduces students to the basic concepts of managerial accounting for pricing and business decisions. Students learn the role of cost accounting in the functioning of various forms of businesses, the different classifications of cost concepts and terms, cost/volume/profit relationships, profit planning and techniques of pricing and marketing analysis.

*Prerequisites:* Minimum grade of C- in ACCT 311.

**INTB-213****Orientation to Asia**

1 Credits (15:0:0 hours)

As part of the preparation for their practicum in Asia, students receive pre-departure orientation. Topics covered include: review of destination countries and host organizations, how to deal with local culture, awareness of culture shock and other necessary pre-departure preparations. *Prerequisites:* Successful completion of the Asia-Pacific Management program or consent of the program.

**INTB-215****e-Commerce Fundamentals**

1 Credits (15:0:0 hours)

This course provides students with the fundamental knowledge necessary to operate in the world of electronic commerce. Topics include: The New e-Business Real-time Global Enterprise, Tools of Business to Business e-Commerce, Technology Integration and Business Solutions including e-Business and the International Supply Chain. This course is only open to students registered in the Asia Pacific Management program.

**INTB-220****Doing Business in India**

1 Credits (15:0:0 hours)

Students acquire basic knowledge of the business environment and the management of a business in India and focus on developing a strategy for entering into Indian markets. Students explore various topics including the business environment in India, regulatory requirements, differences and similarities in doing business in India and in Canada and opportunities and challenges in Indian markets.

**INTB-250****Study Tour to China and Japan**

3 Credits (20:25:40 hours)

Students examine doing business in China and Japan from a cultural context. While abroad, students attend business lectures at universities, tour local businesses, and meet with business leaders and students. Students develop intercultural competencies through attending a mandatory pre-departure orientation and participating in various cultural activities abroad.

*Prerequisites:* BUSN 201 or MGMT 121 or BUSN 200 or ACCT 352.

**INTB-251****Doing Business Internationally - Study Tour to China**

3 Credits (20:25:40 hours)

Students examine doing business in China from a cultural context. While abroad, students attend business lectures at universities, tour local businesses, and meet with business leaders and students. Students develop intercultural competencies through attending a mandatory pre-departure orientation and participating in various cultural activities abroad.

*Prerequisites:* BUSN 201 or MGMT 121.

**INTB-252****Doing Business Internationally - Study Tour to India**

3 Credits (20:25:40 hours)

Students examine doing business in India from a cultural context. While abroad, students attend business lectures at universities, tour local businesses, and meet with business leaders and students. Students develop intercultural competencies through attending a mandatory pre-departure orientation and participating in various cultural activities abroad.

*Prerequisites:* BUSN 201 or MGMT 121.

**INTB-253****Doing Business Internationally - Study Tour to Brazil**

3 Credits (20:25:40 hours)

Students examine doing business in Brazil from a cultural context. While abroad, students attend business lectures at universities, tour local businesses, and meet with business leaders and students. Students develop intercultural competencies through attending a mandatory pre-departure orientation and participating in various cultural activities abroad.

*Prerequisites:* BUSN 201 or MGMT 121

**INTB-300****Introduction to International Business**

3 Credits (45:0:0 hours)

Students are provided with an overview of theory, concepts, and issues related to the field of international business based on the premise that decision making in every company is influenced by a variety of global factors. Topics to be surveyed in this course include: globalization and the globalization debate, political and economic systems around the world, components and effects of culture, theories of international trade, regional trading blocks, foreign direct investment, international financial and monetary systems, and managing and staffing international operations. **Note:** Students can obtain credit in only one of INTB 300 or INTB 403.

*Prerequisites:* ECON 102 and BUSN 201.

**INTB-310****Global Business and Sustainability**

3 Credits (45:0:0 hours)

Students examine the increasingly important issue of sustainability of global business operations. Students discuss complex and controversial issues from both a broad macro national/international viewpoint, as well as from the perspective of the management of an individual firm. Students analyze international business decision making with consideration of environmental, ethical, and social factors.

*Prerequisites:* ECON 102 and INTB 300.

**INTB-311****Diversity and Intercultural Communication**

3 Credits (45:0:0 hours)

Students study the theoretical and conceptual applications of diversity and cross-cultural communications from an interdisciplinary perspective. The dynamics of diversity in the workplace, cross-cultural communications and the different models used to look at these issues are analyzed. Students apply theory to case studies and develop tools to lead, navigate and work in diverse and cross-cultural business settings both locally and internationally.

*Prerequisites:* ORGA 201.

**INTB-312****Conducting Business in Asia**

3 Credits (45:0:0 hours)

Students study the profiles of the Asia Pacific countries (China, Japan, Korea, Taiwan, Hong Kong and SE Asian countries) and their political, economic and cultural relations with Canada. The business dynamics and trends of Asia Pacific are discussed in detail. Through case studies and group projects, students analyze business practice and acquire the skills to conduct business in Asia.

*Prerequisites:* INTB 300 or consent of the program.

**INTB-313****Business in Regional World Markets**

3 Credits (45:0:0 hours)

Students study the profiles of the major regional business environments in the world, including: Europe, North America, Latin America, and Asia Pacific countries. The course explores political, economic and cultural relations with Canada, as well as the business dynamics and trends affecting each region. Students analyze business practice and acquire the skills to conduct business in their region of choice, and conduct comparative analysis of the similarities and differences between the regions.

*Prerequisites:* INTB 300 or consent of the program.

**INTB-410****Intercultural Field Studies**

3 Credits (0:0:220 hours)

Students gain first hand exposure to international business practices and lifestyles by living and working in an international region. Students integrate their knowledge and reflect on their development of international business, culture and language. Students research cultural and business practice differences and report their analysis. Prior to departure or work placement, students participate in a preparation and orientation seminar. Enrolment in this course is restricted to students in the School of Business, and students are required to research and develop their international work placement in a proposal and complete an application.

*Prerequisites:* INTB 311

**INTB-412****Managing in an International Environment**

3 Credits (45:0:0 hours)

In this course, students integrate and apply a range of multifunctional business concepts from marketing, finance, and general management fields to evaluate strategic decisions undertaken by organizations operating in international settings. Students analyze the current situation of international firms and develop potential strategic alternatives for the organization. A combination of theory and case analysis provides students with the theoretical and applied understanding of how global businesses develop and attain their objectives.

*Prerequisites:* INTB 300 and INTB 311. Prerequisites or Co-requisites: FNCE 404 and MARK 403.

**INTB-498****Independent Students in International Business**

3 Credits (0:0:45 hours)

In consultation with, and supervised by, a member of the department or an approved professional in the community, a senior student undertakes advanced scholarly work related to the field of international business. The faculty member guides the student in designing and undertaking this work, using appropriate assumptions and methods to arrive at warranted conclusions and outcomes that will advance international business knowledge or practice or create meaningful results. *Prerequisites:* Consent of the course instructor and the chair.

**INTD-105****Interpersonal Skills Development**

3 Credits (45:0:0 hours)

This course provides students with the awareness, knowledge and skills to communicate effectively with individuals and groups from diverse backgrounds and cultures. As a basis for forming healthy and satisfying relationships, students engage in activities to increase their self-awareness and their understanding of non-verbal communication. They practice listening and sending skills, then apply these skills in helping relationships, and to resolve conflict. To equip students to live and work in a diverse environment, particular attention is given to the impact of culture in communication and relationships.

**INTD-130****Cross Media Studies**

3 Credits (45:0:0 hours)

This course examines how literary themes and techniques are adapted into various genres and media. The works studied depend in any given year upon the interests and expertise of the instructor. The course may focus on a specific genre and then examine cross media works from within that genre, for example, film and prose in science fiction, or cinematic adaptations of the theatrical works of Shakespeare. Alternatively, the course could focus on a single medium that incorporates aesthetic elements from other media, such as graphic novels or hypertext fiction.

**JAPN-101****Introductory Japanese I**

3 Credits (75:0:0 hours)

This is an introductory course for students with little or no background in Japanese or whose native language is not Japanese. The four language skills of oral/aural comprehension, speaking, as well as basic reading and writing are emphasized. In addition, students are acquainted with some aspects of Japanese culture. **Note:** Students with native or near-native proficiency in Japanese cannot take this course. Heritage speakers must consult the department prior to enrolment. **Note:** Students with a proficiency level beyond this course may be directed to a higher-level course. Students with credit in Japanese 30, 35 or equivalent cannot receive credit for this course.

**JAPN-102****Introductory Japanese II**

3 Credits (75:0:0 hours)

This course is a continuation of JAPN 101. Students continue to acquire further oral/aural comprehension skills in introductory Japanese, and continue to develop reading and writing skills of approximately 70 Kanji. In addition, students develop their understanding of various aspects of Japanese culture. **Note:** Students with native or near-native proficiency in Japanese cannot take this course. Heritage speakers must consult the department prior to enrolment. Students with a proficiency level beyond this course may be directed to a higher-level course. Students with credit in Japanese 30, 35 or equivalent cannot receive credit for this course.

*Prerequisites:* Minimum grade of C- in JAPN 101.

**JAPN-201****Introductory Japanese III**

3 Credits (75:0:0 hours)

This course is designed for students who wish to develop further their oral/aural comprehension skills at the intermediate level of Japanese, as well as continue to develop reading and writing skills of approximately 90 Kanji. In addition, students continue to improve their understanding of various aspects of Japanese culture. **Note:** Students with native proficiency in Japanese cannot take this course. Heritage speakers must consult the department prior to enrolment. Students with a proficiency level beyond this course may be directed to a higher-level course. Students with credit in Japanese 30 should consult the department.

*Prerequisites:* Minimum grade of C- in JAPN 102.

**JAPN-202****Introductory Japanese IV**

3 Credits (75:0:0 hours)

This course is a continuation of JAPN 201. Students continue to gain fluency in oral/aural comprehension at the intermediate level of Japanese, and continue to develop reading and writing skills of approximately 90 new Kanji. In addition, students continue to improve their understanding of various aspects of Japanese culture. **Note:** Students with native proficiency in Japanese cannot take this course. Heritage speakers must consult the department prior to enrolment. Students with a proficiency level beyond this course may be directed to a higher-level course. Students with credit in Japanese 30 should consult the department.

*Prerequisites:* Minimum grade of C- in JAPN 201.

**LATN-101****Introductory Latin I**

3 Credits (75:0:0 hours)

This is an introductory course for students with little or no background in Latin. It includes the study of the fundamental grammatical structures and vocabulary of Classical Latin so that students may read and understand simple Latin texts. **Note:** This course is not open to students with credit in Latin 30, 35, or any other matriculation level Latin course. A minimum grade of C- for this course is a prerequisite for Latin 102 and for university transfer.

**LATN-102****Introductory Latin II**

3 Credits (75:0:0 hours)

This course is a continuation of Introductory Latin I. Students continue to study the elements of Classical Latin grammar and syntax, to acquire additional vocabulary and to read increasingly difficult Classical Latin texts. **Note:** This course is not open to students with credit in Latin 30, 35, or any other matriculation level Latin course. A minimum grade of C- for this course is a prerequisite for Latin 301 and for university transfer.

*Prerequisites:* Minimum grade of C- in LATN 101.

**LATN-301****Intermediate Latin I**

3 Credits (75:0:0 hours)

This course strengthens students' reading and writing skills in Latin. The course continues the study of Latin grammar, the acquisition of additional vocabulary, more complex syntax and grammatical structures, which enable students to read, understand and translate original intermediate Latin texts.

*Prerequisites:* Minimum grade of C- in LATN 102.

**LATN-302****Intermediate Latin II**

3 Credits (75:0:0 hours)

In this sequel to LATN 301, students continue to strengthen their reading and writing skills at the intermediate level in Latin. The course includes composition, the acquisition of additional vocabulary, and more complex syntactical and grammatical structures which enable students to read, understand and translate increasingly complex original intermediate Latin texts.

*Prerequisites:* Minimum grade of C- in LATN 301.

**LEGL-100****Introduction to Law I**

3 Credits (45:0:0 hours)

Students are given an overview of the areas of substantive law that are of special interest to the office assistant student. Topics included are the judicial system and the constitution, contracts, tort law, criminal law, and civil law procedures.

**LEGL-104****Introduction to Law II**

3 Credits (60:0:0 hours)

Students continue the overview of substantive law provided in Introduction to Law I. The student is introduced to the law governing wills and inheritance, family law, personal property and real property. Students are introduced to the civil litigation process from the opening of a file through to drafting documents and procedure to trial. Students are introduced to the rules and procedures governing this area of law and learn how to draft pleadings and documents typically used in a litigation practice.

*Prerequisites:* LEGL 100.

**LEGL-108****Administrative Law**

3 Credits (45:0:0 hours)

Students are introduced to the area of the law concerned with administrative boards and review of the actions of those boards by the Courts. The law is discussed in terms of principles applicable to the boards' hearings and what principles of review and appeal are possible to the Courts. The relationship between the citizen and government is explored by examining specific commissions and authorities established by government.

**LEGL-110****Introduction to Legal Research**

3 Credits (45:0:0 hours)

Students are introduced to the fundamental elements of legal research including a study of primary and secondary research materials. This course focuses on the legal research tasks commonly undertaken in a legal working environment, including researching and citing case law, statutes and regulations.

**LEGL-130****Corporate Procedures**

3 Credits (45:0:0 hours)

Students learn the procedural and substantive law governing Alberta proprietorships, partnerships and corporations, and federal corporations, as well as the processes to register and maintain the registrations of such organizations.

**LEGL-140****Introduction to the Law Office**

3 Credits (45:0:0 hours)

Students examine the organization and operation of the law office. Topics covered include law office systems and billing, avoidance of unauthorized practice of law, ethics, dealing with the client, and time management. The Legal Profession Act and Rules of the Law Society of Alberta are reviewed.

**LEGL-150****Residential Real Estate Transactions**

3 Credits (60:0:0 hours)

Students learn how to assist a lawyer on a residential real estate transaction from opening to closing of the file. They master the basic principles of Alberta real estate law and the Alberta Land Titles system as these relate to the buying, financing and selling of residential properties. Students examine the Alberta Real Estate Association's approved Real Estate Purchase Contract and learn what searches are required, how to apply the results, prepare a Statement of Adjustments and other necessary documents on a mock file. Finally, they distinguish between and complete both traditional closings and Western Law Societies' Protocol closings.

**LEGL-160****Civil Litigation Procedures I**

3 Credits (30:30:0 hours)

Students are introduced to the steps taken on a civil litigation file. From opening the file, to preparing for trial and obtaining judgment, students work on mock files, drafting legal documents and tracking deadlines.

**LEGL-170****Technology in the Law Office I**

3 Credits (45:0:0 hours)

Students continue to work with word processing software used in legal offices in preparing documents relating to a law firm using advanced functions. Students achieve an intermediate level of competence which includes the ability to manage desktop and electronic files, incorporate tables and columns in documents, and produce brochures. Students are introduced to other software commonly used in law firms.

*Prerequisites:* OADM 103.

**LEGL-180****Financial Procedures for the Law Office**

3 Credits (45:0:0 hours)

Students study law office administration, with a focus on the procedures and concepts used in law office accounting/trust accounting.

**LEGL-210****Business Law I**

3 Credits (45:0:0 hours)

Students are introduced to the Canadian legal system and substantive areas of law that are of special interest to the business student. Topics of study include tort, contract, business ethics, agency, partnership and corporations. The student acquires a general knowledge of some of the basic principles of business law and is able to apply them to everyday business situations. **Note:** Students can obtain credit in only one of LEGL 105 and LEGL 210.

**LEGL-212****Employment Law**

3 Credits (45:0:0 hours)

Students examine the principles of employment law and its effects on human resources policies and procedures. Students apply contract principles to the employment relationship from both employer and employee perspectives to achieve equitable employment relations. Legislation examined includes labour standards, human rights and privacy. This course does not discuss unionized workplaces.

**LEGL-215****Commercial Transactions**

3 Credits (45:0:0 hours)

Students learn law office procedures and documents for six essential commercial transactions from opening to closing of file: a commercial lease, a commercial mortgage, the purchase and sale of commercial land, the purchase of commercial personal property, the purchase of shares of a corporation and the purchase of assets of a business. They also master the principles of Alberta's Personal Property Registry system and learn how to interpret PPR search results.

*Prerequisites:* LEGL 130 and LEGL 150.

**LEGL-220****Criminal Law Procedures**

3 Credits (45:0:0 hours)

Students are introduced to substantive law as well as the procedures for criminal law in Canada. Topics include search and seizure powers, arrest, disclosure of information held by the Crown Prosecutor and trial processes.

**LEGL-230****Civil Litigation Procedures II**

3 Credits (45:0:0 hours)

Students review selected topics in the litigation process such as personal injury actions, settlement, experts, and civil appeals. Students begin with a discussion of automobile litigation and car insurance. Students explore alternatives to the litigation process. The emphasis is on document production in conformity with the Rules and Practice Directives.

*Prerequisites:* LEGL 160.

**LEGL-240****Technology in the Law Office II**

3 Credits (60:0:0 hours)

Students increase proficiency with word processing software commonly used in legal settings and with machine transcription. Students develop proficiency in using other commonly used software including database and spreadsheet programs.

*Prerequisites:* LEGL 170.

**LEGL-260****Credit and Collection Procedures**

3 Credits (45:0:0 hours)

Students learn practical aspects of creditors' rights, including relevant statute law. The emphasis is on provincial legislation and procedural rules relating to the bringing of a simple debt action and the various means of enforcing a judgment. Realizing on various security interests is also reviewed.

*Prerequisites:* LEGL 160 and LEGL 215.

**LEGL-270****Estate Procedures**

3 Credits (45:0:0 hours)

Students learn which assets form part of the estate of a deceased and which do not. They explore the intricacies of the law governing people who die without a will. They learn about Alberta's laws governing substitute decision-making and the relevant documents available. They learn basics of the law of wills and how to take instructions for and prepare a will for signature. Finally, they learn the law and procedures for two key court applications: application for probate and application for a dependent adult order, and they prepare those documents.

**LEGL-280****Family Law Procedures**

3 Credits (60:0:0 hours)

Students learn the substantive and procedural law relating to family law matters, including divorce actions, family law chambers applications and desk divorce applications. Students complete a mock file, with emphasis on document production in conformity with the Rules and Practice Directives.

**LEGL-290****Law Office Simulation**

3 Credits (60:0:0 hours)

Students prepare mock files independently in various areas of law in a simulated office setting. Students are expected to prioritize and organize workloads while demonstrating the professionalism required of staff in a legal office.

*Prerequisites:* LEGL 130, LEGL 150, LEGL 170, LEGL 220, LEGL 230, or consent of the program. *Prerequisites or Co-requisites:* LEGL 270, LEGL 280, or consent of the program.

**LEGL-295****Legal Fieldwork**

3 Credits (0:0:180 hours)

Students gain practical law office experience over a five-week period by observing the work and responsibilities of legal assistants working in a law office. Students participate in the operation of a law office, working as student interns under the supervision of lawyers and legal assistants.

*Prerequisites:* LEGL 110, 140,180, 210, 220, 230, 240 or consent of the program.

**LEGL-310****International Business Transactions**

3 Credits (45:0:0 hours)

Students are introduced to the principles of international law with an emphasis on international business transactions such as importing, exporting, (direct and indirect), and export transaction costs and electronic commerce. In addition, students apply principles of ethics to international commerce. Students discuss and evaluate international commodity, capital, and knowledge markets and the global and transnational forces that are shaping the management of enterprises and organizations. The fluidity of international financial and information capital markets and the ease of transfer of both through modern communication media form the background for the study of international business and legal environments.

**LEGL-312****Legal Issues in the Workplace**

3 Credits (45:0:0 hours)

Students apply the principles of employment law with an emphasis on analysis of legal risks and liabilities. The course surveys important legal issues that arise between employers and non-unionized employees. The course applies contract principles to the employment relationship from both employer and employee perspectives to achieve equitable employment relations. This course does not discuss unionized workplaces.

**LEGL-315****Business Law II**

3 Credits (45:0:0 hours)

Students examine selected business law topics including the Sale of Goods Act and consumer protection legislation, priority of creditors and enforcement of secured and unsecured debt obligations, the law of personal and real property including enforcement of mortgages along with bailment of personal property and landlord and tenant relationships. The course concludes with an introduction to the various forms of intellectual property including copyright, patents, trade-marks, and industrial designs. In addition, the student learns about common law protection of confidential information and trade secrets along with protecting intellectual property in the online environment.

*Prerequisites:* LEGL 210



**LEGL-320****Law of Business Organizations**

3 Credits (45:0:0 hours)

Students are introduced to the three principal forms of business organization (proprietorships, partnerships, corporations) including variations of these forms such as limited partnerships, limited liability partnerships, professional corporations as well as distributing and non-distributing corporations. Students evaluate the advantages and costs of all three forms pertinent to business persons in Alberta and Canada. Topics include liability and duties of directors and officers of corporations and shareholders' rights and remedies. Students are introduced to the process of forming a simple non-distributing corporation in Alberta. Students need not have taken any previous Business Law course to benefit from this course.

**LENP-312****Intro to Non-Profit Management**

3 Credits (45:0:0 hours)

Students study contemporary management and leadership in non-profit/voluntary sector organizations. Students discuss the local and global impact of non-profit/voluntary sector organizations on the quality of life and economy of communities. Internal and external influences on management and leadership are considered. Topics include the unique purpose of non-profit organizations, legal and ethical considerations, board governance, volunteer involvement, and fund development.

*Prerequisites:* ORGA 201.

**LING-100****Introduction to Human Language**

3 Credits (45:0:0 hours)

This course is an introduction to how human language works: how it is structured, learned, used, studied, and how it changes through time. Examples from English and other languages around the world are discussed. **Note:** LING 101 makes a nice complement to LING 100, but LING 101 is not a prerequisite or a co-requisite to LING 100. All higher-level linguistic courses require LING 101 as a prerequisite.

**LING-101****Introduction to Linguistic Analysis**

3 Credits (45:0:0 hours)

Linguistics is best known as "the scientific study of language." This course introduces both language as a general phenomenon and the methodology of modern descriptive linguistics. The course of study covers the fundamental topics of phonetics, phonology, morphology, syntax, and semantics. **Note:** LING 100 makes a nice complement to LING 101, but LING 100 is not a prerequisite or a co-requisite for LING 101.

**LING-204****Syntax of English**

3 Credits (45:0:0 hours)

This course covers linguistic analysis of the syntax of modern English, including discussion of both the regularities and irregularities at the word, phrase, clause, and sentence level of structure.

*Prerequisites:* Minimum grade of C- in LING 101.

**MARK-301****Fundamentals of Marketing**

3 Credits (45:0:0 hours)

Students are introduced to important concepts in marketing theory and their applications to real-life business activities. Students examine various marketing strategies and how they apply within the context of business environments. Students also examine consumer behaviour and the marketer's ethical and social responsibilities. **Note:** Restricted to Bachelor of Commerce, Asia Pacific Management, and Business Studies minor students.

*Prerequisites:* ECON 101.

**MARK-310****Consumer Behaviour**

3 Credits (45:0:0 hours)

Students apply theory of the consumer decision-making process and develop a marketing plan that influences consumer behaviour. Students are introduced to the theory and application of consumer behaviour in an international context. Topics include: the consumer decision-making process, individual determinants of consumer behaviour, environmental influences of consumer behaviour and the marketer's influence on consumers.

*Prerequisites:* MARK 301.

**MARK-312****Marketing Research**

3 Credits (45:0:0 hours)

Students examine marketing research concepts and methods in business. Students formulate and structure marketing problems, recommend the marketing research design that should be undertaken, gather and analyze qualitative and quantitative marketing data, and make effective decisions based on those data. Students will be able to design and conduct some important analyses themselves. The skills covered in this course are applicable to marketing problems encountered in both consumer and business-to-business markets, and public and private sectors. Students are expected to have basic familiarity with statistical packages.

*Prerequisites:* BUSN 201, MARK 301 and MGTS 103.

**MARK-314****Marketing Metrics**

3 Credits (45:0:0 hours)

Students examine the critical role of analysis in marketing decision-making and learn how to use and interpret marketing metrics in the development, implementation and evaluation of the marketing strategy. Students enhance their analytical capabilities through applying marketing metrics. The course emphasizes practical analysis, using numbers to make better marketing decisions.

*Prerequisites:* MARK 301 and FNCE 301.

**MARK-403****International Marketing**

3 Credits (45:0:0 hours)

Students broaden their marketing knowledge by building upon knowledge and issues associated with the international context of the marketing of products and services. Topics include: differences between domestic and international marketing; cultural, political and legal aspects of marketing internationally; market entry strategy, promotional, pricing and product strategies; international marketing management; and elements of international market research. Students design and prepare an international marketing plan.

*Prerequisites:* MARK 301.

**MARK-412****Service Marketing**

3 Credits (45:0:0 hours)

Students examine the marketing of services in private, public, and non-profit organizations. Students apply service marketing theory to a variety of service-based organizations. Topics include customer relationship management, customer satisfaction, service quality, employees' and customers' role in service delivery, and the services marketing mix factors.

*Prerequisites:* MARK 301

**MARK-414****Electronic Marketing**

3 Credits (45:0:0 hours)

Students apply the principles of marketing to the electronic marketplace. Through the study of the theory and best practices in electronic marketing, students learn to design, assess and implement e-marketing strategies and solutions for business working in a global environment.

*Prerequisites:* MARK 301.

**MARK-416****Business to Business Marketing**

3 Credits (45:0:0 hours)

Students learn major concepts related to business-to-business (B2B) marketing and purchasing with a special focus on business relationships and networks. Students explore similarities and differences between marketing to consumers and marketing to businesses. The course focuses on contemporary trends in organizational marketing theory and practice and the implications of the electronic and global arena for organizational markets.

*Prerequisites:* MARK 301.

**MARK-418****Personal Selling and Sales Management**

3 Credits (45:0:0 hours)

Students examine the role of sales in contemporary business organizations with a focus on the formulation, implementation, and evaluation of a strategic sales program. Specific topics include the process of personal selling, the strategic nature of sales management, selecting and recruiting a sales force, and designing a sales force organization. Additional topics include developing account management policies of salesperson performance, and ethical and legal issues in sales management. The course includes a mix of conceptual and applied approaches to provide a balanced view of sales management.

*Prerequisites:* MARK 301.

**MARK-420****Product Management**

3 Credits (45:0:0 hours)

Students examine the development and management of new products in contemporary organizations. Students learn to use market research data and marketing models for a new product development and management. Topics include opportunity identification and selection of a product, generation of a product concept, concept evaluation, development of new product market testing and launching of a product.

*Prerequisites:* MARK 301.

**MARK-440****Strategic Marketing - Research to Practice**

3 Credits (45:0:0 hours)

Students learn how to integrate and manage market information in complex and dynamic environments. Taking advantage of the latest marketing research results, students address marketing challenges and develop marketing strategies for evolving conditions. Students work on specific marketing cases to integrate the marketing strategy with the overall organizational strategy.

*Prerequisites:* MARK 310, MARK 312 and MARK 314.

**MARK-498****Independent Studies in Marketing**

3 Credits (0:0:45 hours)

In consultation with, and supervised by, a member of the department or an approved professional in the community, a senior student undertakes advanced scholarly work related to the field of marketing. The faculty member guides the student in designing and undertaking this work, using appropriate assumptions and methods to arrive at warranted conclusions and outcomes that will advance marketing knowledge or practice or create meaningful results. *Prerequisites:* Consent of the course instructor and the chair.

**MATH-010C****Math 10 Common**

5 Credits (90:0:0 hours)

Mathematics 10 Common is equivalent to Alberta Education's Math 10C. This course is intended to prepare students for further studies in high school mathematics. Students who successfully complete Math 10 Common can either continue on to Math 20-1 and then Math 30-1 or Math 20-2 and then Math 30-2. Topics studied in Math 10 Common include measurement, right triangle trigonometry, powers, irrational numbers, polynomials and factoring, functions and relations, coordinate geometry, and linear systems of equations. Emphasis is placed on understanding, application, and effective communication of mathematical concepts. *Prerequisites:* Completion of Math 9, Math 10 Prep or equivalent.

**MATH-010R****Mathematics Preparation 10**

5 Credits (90:0:0 hours)

Math Prep. 10 is designed to meet the needs of Grade 10 students who wish to enroll in Math 10 Common but do not possess the prerequisite skills. Topics include: fractions and integers, rates, ratios, proportions, percents, exponents, linear equations, polynomials, measurement and geometry. *Prerequisites:* Grade 9 math or equivalent.

**MATH-020-1****Mathematics 20-1**

5 Credits (90:0:0 hours)

Math 20-1 is equivalent to Alberta Education's Math 20-1 course. Most students who enroll in Math 20-1 intend to continue onto Math 30-1. Some of the topics studied in Math 20-1 include quadratic functions and equations, radical expressions and equations, rational expressions and equations, the absolute value and reciprocal of functions, linear and quadratic inequalities, sequences and series, law of sines and cosines, and angles in standard position. Problem solving and application of concepts are emphasized throughout the course.

*Prerequisites:* Math 10C or equivalent.

**MATH-020-2****Mathematics 20-2**

5 Credits (90:0:0 hours)

Math 20-2 is equivalent to Alberta Education's Math 20-2 course. Most students who enroll in Math 20-2 intend to continue onto Math 30-2. Some of the topics studied in Math 20-2 include rates and unit rates, scale factors, inductive and deductive reasoning, laws of sines and cosines, radical expressions and equations, quadratic functions and equations, standard deviation, normal distribution, confidence intervals, and margin of error. Problem solving and application of concepts are emphasized throughout the course. *Prerequisites:* Math 10C or equivalent.

**MATH-030-1****Mathematics 030-1**

5 Credits (90:0:0 hours)

Mathematics 030-1 (Math 030-1) is equivalent to Alberta Education's Mathematics 30-1 course. Students who enrol in Math 030-1 will most likely continue onto post secondary programs that require the study of calculus. Some of the topics studied in Math 030-1 include trigonometric functions, equations, and identities, transformations and inverse of functions, exponential and logarithmic functions and equations, polynomial functions and equations, rational and radical functions, permutations, combinations, and the binomial theorem. Problem solving and application of concepts are emphasized throughout the course. *Prerequisites:* Mathematics 020-1 or equivalent.

**MATH-030-2****Mathematics 030-2**

5 Credits (90:0:0 hours)

Mathematics 030-2 (Math 030-2) is equivalent to Alberta Education's Mathematics 30-2 course. Students who enroll in Math 030-2 will most likely continue onto post secondary programs that do not require the study of calculus. Some of the topics studied in Math 030-2 include set theory, fundamental counting principal, permutations and combinations, probability of mutually exclusive and non-mutually exclusive events, probability of dependent and independent events, rational expressions and equations, exponential and logarithmic functions and equations, polynomial and sinusoidal functions. Problem solving, logical reasoning, and application of concepts are emphasized throughout the course. *Prerequisites:* Math 020-2 or equivalent.

**MATH-030P****Pure Mathematics 30**

5 Credits (90:0:0 hours)

Pure Math 30 is equivalent to Alberta Learning's Pure Math 30. It is designed as a preparation course for university mathematics. The course includes the following topics: trigonometry, conic sections, exponential and logarithmic functions, combinatorics, probability and statistics. *Prerequisites:* MATH 020P or equivalent.

**MATH-031****Math 31**

5 Credits (90:0:0 hours)

Math 31 is equivalent to Alberta Learning's Math 31. The course focuses on the study of calculus and linear algebra, both as ends in themselves and as tools in developing problem solving skills and analytical thought processes. *Prerequisite or Co-requisite:* Pure Math 30 or equivalent.

**MATH-099****Precalculus Mathematics**

3 Credits (45:0:0 hours)

This course reviews and extends the mathematical concepts needed to be successful in university level calculus. Topics include graphing, equations of lines, inequalities, review of elementary algebra, functions, and trigonometry. *Prerequisites:* Mathematics 30-1 or Mathematics 30-2.

**MATH-100****Calculus I**

4 Credits (45:26:0 hours)

This course provides an introduction to the fundamentals of calculus. The students learn about rectangular coordinates, analytic geometry, transcendental functions, inverse functions, limits, continuity, derivatives and applications, Taylor polynomials, integration and applications. **Note:** This course is restricted to Engineering students. Credit can only be obtained in one of MATH 100 or MATH 113 or MATH 114. *Prerequisites:* Mathematics 30-1 and Mathematics 31.

**MATH-101****Calculus II**

3.5 Credits (45:13:0 hours)

This course provides a continuation of the study of Calculus. Students learn about techniques of integration, arc length, area of a surface of revolution, applications to physics and engineering, first order ordinary differential equations (separable and linear), infinite series, power series, Taylor expansions, polar coordinates, rectangular coordinates in  $R^3$ , parametric curves in the plane and space (graphing, arc length, curvature), normal, binormal, tangent in  $R^3$ . **Note:** This course is restricted to Engineering Program students. Credit can only be obtained in one of MATH 101 or MATH 115.

*Prerequisites:* Minimum grade of C- in MATH 100.

**MATH-102****Applied Linear Algebra**

3.5 Credits (45:13:0 hours)

This course provides an introduction to the fundamentals of linear algebra and some of their applications. The course content includes vectors and matrices; solutions of linear equations; equations of lines and planes; determinants; matrix algebra, linear transformations and their matrices; general vector spaces and inner product spaces; orthogonality and Gram-Schmidt process; eigenvalues and eigenvectors; and complex numbers. **Note:** This course is restricted to engineering students. The course may not be taken for credit if credit has already been obtained in MATH 120 or MATH 125. *Co-requisite:* MATH 100.

**MATH-112****Calculus with Business Applications**

3 Credits (45:0:0 hours)

This course examines the differentiation and integration of algebraic, exponential and logarithmic functions including applications to business and economics. Topics include: limits; differentiation of algebraic, exponential and logarithmic functions; curve sketching; optimization; introduction to integration; partial differentiation; Lagrange multipliers. **Note:** This course is only open to students in the Bachelor of Commerce program. This course may not be taken for credit if credit has already been obtained in MATH 113 or MATH 114. *Prerequisites:* Mathematics 30-1.

**MATH-114****Elementary Calculus I**

3 Credits (60:0:0 hours)

This course examines the fundamental concept of limits, differentiation and integration. Limits and differentiation of algebraic and trigonometric functions are studied along with applications including related rates, optimizing and curve sketching. This course concludes with a study of Riemann sums, the Fundamental Theorem of Calculus and substitution. **Note:** Students who have received credit in MATH 113 or MATH 100 may not take MATH 114 for credit.

*Prerequisites:* Minimum grade of 80% in Mathematics 30-1 or Mathematics 31 or minimum grade of C- in MATH 099 or successful completion of the MATH 114 gateway exam.

**MATH-115****Elementary Calculus II**

3 Credits (45:12:0 hours)

This course investigates the differentiation and integration of trigonometric, exponential and logarithmic functions. Indeterminate forms and improper integrals are studied, as well as the techniques and applications of integration. **Note:** Credit can only be obtained in one of MATH 115 or MATH 101.

*Prerequisites:* Minimum grade of C- in MATH 113 or MATH 114.

**MATH-120****Basic Linear Algebra I**

3 Credits (45:0:0 hours)

This is an introduction to the basic notion and methods of linear algebra. Topics covered are: systems of linear equations, vectors in n-space, vector equations of lines and planes, dot product and orthogonality, matrix algebra, invertibility of matrices, determinants, general vector spaces, basis and dimension, subspaces of n-space, rank, introduction to linear transformations, introduction to eigenvalues and eigenvectors, and real world applications. **NOTE:** This course cannot be taken for credit if credit has already been obtained in either of MATH 102 or MATH 125. Students who are planning to transfer into Engineering or students planning to take further courses in algebra should take MATH 125 rather than MATH 120. *Prerequisites:* Mathematics 30-1 or a minimum grade of 80% in Mathematics 30-2.

**MATH-125****Linear Algebra I**

3 Credits (45:0:0 hours)

This is an enriched introduction to the basic notion and methods of linear algebra. Topics covered are: systems of linear equations, vectors in n-space, vector equations of lines and planes, dot product and orthogonality, matrix algebra, invertibility of matrices, determinants, general vector spaces, basis and dimension, subspaces of n-space, rank, introduction to linear transformations, introduction to eigenvalues and eigenvectors, applications. **NOTE:** The course covers the same basic topics as MATH 120, however it is a more rigorous course, and selected topics and applications are covered in more depth. This course cannot be taken for credit if credit has already been obtained in either of MATH 102 or MATH 120. Students who are planning to transfer into Engineering or students planning to take further courses in algebra should take MATH 125 rather than MATH 120. *Prerequisites:* Mathematics 30-1.

**MATH-160****Higher Arithmetic**

3 Credits (45:0:0 hours)

This course emphasizes the development of clarity in the understanding of mathematical ideas and processes, communication of these ideas to others, and application of these ideas to problem solving. Both inductive and deductive methods are explored in the study of elementary number theory, numeration systems, operations on integers and rational numbers, and elementary probability theory. **Note:** This course is restricted to Elementary Education students.

*Prerequisites:* Mathematics 30-1 or Mathematics 30-2 or successful completion of the gateway exam.

**MATH-200****Fundamental Concepts of Mathematics**

3 Credits (45:0:0 hours)

This course provides an introduction to axiomatic systems and mathematical proof. These ideas are developed using examples taken primarily from set theory and number theory.

*Prerequisites:* Minimum grade of C- in MATH 120 or MATH 125.

**MATH-214****Intermediate Calculus I**

3 Credits (45:13:0 hours)

This course completes the study of single-variable Calculus and introduces students to the basic concepts of multi-variable Calculus. Topics in single-variable Calculus include area and arc length of plane curves defined by parametric or polar equations, infinite series, and power series. Topics in multi-variable Calculus include: vector functions and space curves, functions of several variables and partial derivatives with applications.

*Prerequisites:* Minimum grade of C- in MATH 115.

**MATH-215****Intermediate Calculus II**

3 Credits (45:13:0 hours)

This course continues the study of multivariable calculus. Topics include: curves, tangent vectors, arc length; integration in two and three dimensions; polar, cylindrical and spherical coordinates; line and surface integrals, Green's, divergence and Stoke's theorems; first and second order linear differential equations.

*Prerequisites:* Minimum grade of C- in MATH 214.

**MATH-222****Introduction to Discrete Mathematics**

3 Credits (45:0:0 hours)

This course is an introduction to discrete mathematics, covering coding, cryptography, induction and recursion, and graph theory. Secret codes, error-detecting and error-correcting codes are introduced. Induction and recursive definitions are described. The Eulerian tour is used to illustrate graph definitions and properties.

*Prerequisites:* Minimum grade of C- in any 100-level mathematics course.

**MATH-225****Linear Algebra II**

3 Credits (45:0:0 hours)

This course introduces the theory of vector spaces, inner product spaces, linear transformations and diagonalization. Specific topics of study include Euclidean  $n$ -space, spaces of continuous functions, matrix spaces, Gram-Schmidt process, QR-factorization, least squares method, change of basis, eigenspaces, orthogonal diagonalization, quadratic forms, matrices of transformations and similarity. Various applications are presented.

*Prerequisites:* Mathematics 31 or a minimum grade of C- in MATH 113, and a minimum grade of C- in MATH 120 or MATH 125.

**MATH-228****Algebra: Introduction to Ring Theory**

3 Credits (45:0:0 hours)

This course is an introduction to the theory of rings including integral domains, division rings, ring homomorphisms, ideals, quotient rings, fields of quotients, rings of polynomials, irreducible polynomials, Euclidean domains and fields. Specific topics include the well-ordering axiom, the Binomial Theorem, the Euclidean algorithm, the Fundamental Theorem of Arithmetic, and the Chinese Remainder Theorem.

*Prerequisites:* Minimum grade of C- in MATH 120 or MATH 125.

**MATH-241****Geometry**

3 Credits (45:0:0 hours)

Basic Euclidean geometry, congruence, parallelism, area, and similarity. Sound axiomatic development with emphasis on problem solving. Constructions and loci, inequalities, maxima and minima, circles, isometries, and additional topics.

*Prerequisites:* Minimum grade of C- in any 100- level mathematics course.

**MATH-310****Real Analysis**

3 Credits (45:0:0 hours)

In this course a rigorous treatment of limit processes in one variable is presented. Topics includes real numbers, sequences, limits, continuous functions, differentiation, the Riemann integral and the topology of the real number system. .

*Prerequisites:* Minimum grade of C- in MATH 214 and in either MATH 200 or MATH 241.

**MATH-311****Theory of Functions of a Complex Variable**

3 Credits (45:0:0 hours)

This course provides an introduction to the fundamental concepts of single variable complex analysis. The main topics include analytic functions, complex power series, Cauchy's Integral Theorem, Cauchy's Integral Formula, the residue theorem and applications to improper real integrals and Fourier transforms.

*Prerequisites:* Minimum grade of C- in MATH 215.

**MATH-312****Probability Theory**

3 Credits (45:0:0 hours)

This course offers a rigorous approach to probability theory. Topics covered include basic concepts of probability theory, univariate and multivariate probability distributions, discrete and continuous random variables, expectation, moment generating and characteristic functions, different types of convergence and relationships between them, and basic limit theorems. **Note:** This course may not be taken for credit if credit has been obtained in STAT 312.

*Prerequisites:* Minimum grade of C- in MATH 215, STAT 265, and in one of MATH 120 or MATH 125.

**MATH-320****Elementary Number Theory**

3 Credits (45:0:0 hours)

Elementary methods in number theory are presented. The following topics are included: divisibility, linear Diophantine equations, prime numbers, the fundamental theorem of arithmetic, congruences, the Chinese remainder theorem, Fermat's little theorem, arithmetic functions, Euler's theorem, primitive roots, quadratic residues, applications of number theory.

*Prerequisites:* Minimum grade of C- in MATH 200.

**MATH-321****Fields and Modules**

3 Credits (45:0:0 hours)

This course builds on the knowledge of rings and fields obtained in MATH 228, and introduces the student to basic module theory. Topics studied include finite fields, quadratic number fields and algebraic field extensions, the Fundamental Theorem of Algebra, modules, and Noetherian rings.

*Prerequisites:* Minimum grade of C- in MATH 200 and MATH 228 .

**MATH-330****Ordinary Differential Equations**

3 Credits (45:13:0 hours)

This course provides techniques for solving ordinary differential equations and systems of first order equations and investigates the qualitative nature of solutions of dynamical systems. Topics covered include first order equations, linear equations of higher order and linear dynamical systems with constant coefficients.

*Prerequisites:* Minimum grade of C- in MATH 120 or MATH 125 and in MATH 214.

**MATH-341****Axiomatics of Geometry**

3 Credits (45:0:0 hours)

This course explores the axiomatics for Euclidean and non-Euclidean geometries. The Hilbert system for Euclidean geometry is studied; each group of axioms and possible equivalent sets are considered in detail. Special attention is paid to the history of attempts to prove the parallel postulate and the results of neutral geometry. Klein's Erlanger Programme and groups of transformations are also considered.

*Prerequisites:* Minimum grade of C- in MATH 120 or MATH 125 and MATH 241.

**MATH-350****Introduction to Graph Theory**

3 Credits (45:0:0 hours)

This course discusses graphs and digraphs, paths and cycles, trees, planarity, colouring problems and matching problems. In addition, graph algorithms and some applications to other disciplines are studied.

*Prerequisites:* Minimum grade of C- in MATH 200 or MATH 222.

**MATH-361****History of Mathematics**

3 Credits (45:0:0 hours)

The course is a survey of the history of mathematics from ancient times through the development of calculus and the origins of modern algebra in the nineteenth century. It emphasizes the events that led to the development of modern and classic mathematics from a problem solving perspective. Biographies of famous mathematicians complement the abstract concepts of mathematics.

*Prerequisites:* Minimum grade of C- in two 200- level Mathematics courses.

**MATH-410****Analysis and Topology**

3 Credits (45:0:0 hours)

This course continues the study of analysis begun in MATH 310 and examines topology in metric spaces, function spaces, and calculus in  $\mathbb{R}^n$ . Specific topics covered will include: connectedness and compactness; uniform continuity, equicontinuity, analytic functions and the Arzela-Ascoli and Stone-Weierstrauss theorems; differentiation and integration in  $\mathbb{R}^n$  including Hessians, implicit and inverse function theorems, differential forms and the generalized Stokes' theorem.

*Prerequisites:* Minimum grade of C- in MATH 225 and MATH 310.

**MATH-420****Groups and Galois Theory**

3 Credits (45:0:0 hours)

This course is a treatment of symmetry, beginning with groups, then developing the ideas of Galois theory, and finishing with the quintic equation. Topics include groups, normal subgroups, quotient groups, Cayley's Theorem, the Class equation, splitting fields, Galois extensions, the Main Theorem of Galois theory, Kummer extensions, cubic, quartic and quintic equations.

*Prerequisites:* Minimum grade of C- in MATH 321.

**MATH-430****Applied Dynamical Systems**

3 Credits (45:0:0 hours)

The course discusses dynamical systems, both continuous and discrete. Linear, planar and higher-dimensional systems are considered.

An introduction to nonlinear systems and bifurcation theory is presented. Periodic solutions, chaotic attractors, basic notions of discrete dynamical systems, and deterministic chaos are discussed. Applications in biology and other areas, classical and modern applications in biology and other areas are covered.

*Prerequisites:* Minimum grade of C- in MATH 215, MATH 225 and MATH 330.

**MATH-436****Introduction to Partial Differential Equations**

3 Credits (45:0:0 hours)

The goal of this course is to introduce the student to the mathematical modeling of classical physical systems such as vibrating systems, diffusive processes and steady state phenomena. The course starts with a rigorous introduction of the first-order and linear second-order partial differential equations followed by elements of Fourier analysis. The method of characteristics is used to find and interpret classes of solutions for the above models.

*Prerequisites:* Minimum grade of C- in MATH 330.

**MCSP-164****Golf Applications**

3 Credits (45:0:0 hours)

This advanced course in business technology applies software tools to golf course operations. Students gain experience in the design of records management systems and the manipulation of software tools for pro-shop, clubhouse food and beverage service, tee time schedules, inventory control, customer billing and sales reporting.

*Prerequisites:* MCSP 131.

**MGMT-107****Business Computing**

3 Credits (45:0:0 hours)

Students use the Windows operating system to develop foundational skills in the areas of file management, word processing, spreadsheets, presentation software, and emerging technologies to support subsequent courses in their university career and to prepare them for the business world. Projects emphasize problem solving, data analysis, and the use of Internet communication tools.

**MGMT-111****Financial Math**

3 Credits (45:0:0 hours)

Managers in all organizations must be able to understand and apply mathematical concepts. Students in Financial Math review basic math and then apply the concepts in a merchandising environment to determine revenues, cost and profits. Borrowing, lending and investing money are addressed through the calculation of simple and compound interest, annuities, loans and sinking funds. Basic descriptive statistics are also introduced. *Prerequisites:* Pure Math 30 or Applied Math 30 or successful completion of the Skills Appraisal.

**MGMT-114****Personal Finance and Money Management**

3 Credits (45:0:0 hours)

Personal Finance and Money Management develops your skills as a financial manager for your own resources and assets. The course focuses on the money and assets that you have now and in the future. The personal money management marketplace is evaluated with emphasis on balancing risks, returns and avoiding pitfalls in personal investing. Reference is made to computerized personal financial management software. A number of simulations and research projects are conducted to assist your problem-solving competency in this area. Practical problems are discussed and potential solutions presented in class to help you achieve this objective.

**MGMT-115****Financial Statement Analysis**

1 Credits (15:0:0 hours)

Financial Statement Analysis gives the students a working knowledge of financial statements. The course covers ratio analysis, analysis of cash flow and the foundations of a financially healthy operation.

*Prerequisites:* ACCT 111 or consent of the program.

**MGMT-117****Investment Funds in Canada**

3 Credits (45:0:0 hours)

Students acquire the knowledge and skills required to assist customers to make their investment choices and match their needs with products available in the financial marketplace. Risk and return characteristics, consumer protection regulations, and customer service are addressed in relation to mutual funds, securities, and investment products.

Upon successful completion of the course and the Institute of Canadian Bankers exams, students are eligible to obtain a Certificate from the Institute of Canadian Bankers and be licensed to sell mutual funds in Canada.

**MGMT-121****Principles of Management**

3 Credits (45:0:0 hours)

Students examine the theories and practice of the role of a manager in a Canadian organizational setting and within the global business environment. Discussions and activities focus on the functions and roles of management as they relate to both the organization's specific resources and capabilities internally and forces and institutions outside the organization that potentially affect the organization's performance. Students also develop and utilize problem-solving and decision-making skills both individually and in small groups.

**MGMT-122****Organizational Behaviour**

3 Credits (45:0:0 hours)

Students examine the impact of individuals and groups on behaviour within organizations. Students work individually and in groups to explore introductory theories and practice of personality and perception, diversity, motivation, small group dynamics, communication, change and leadership within the organizational context.

**MGMT-123****Thought Patterns for a Successful Career**

3 Credits (45:0:0 hours)

Students study concepts from the fields of cognitive psychology and social learning theory of how the mind works and can be controlled to help individuals reach their full potential personally and professionally. Students develop innovative leadership qualities that overcome resistance to change and help sustain energy and creativity. Participants learn how to develop habits, attitudes, beliefs, and expectations that create high self-esteem, increased self-efficacy, change negatives into positives, failures into successes, and lead high performance lives.

**MGMT-126****Introduction to Conflict Management**

3 Credits (45:0:0 hours)

This course is an introduction to the theory and practice of conflict management and alternative dispute resolution in organizational settings. Students integrate theoretical frameworks with conflict resolution practices in increasingly complex business related disputes through use of discussion, case analysis, and in class simulations. Emphasis is on the development of negotiation and mediation skills in dispute contexts.

*Prerequisites:* MGMT 122.

**MGMT-127****Strategies for Student Success**

3 Credits (45:0:0 hours)

Strategies for Student Success offers a study of the principles, techniques and practical tools to achieve success in university and in life. These are skills, attitudes and behaviours that employers expect from their employees. Based on a profile of critical skills required in the workforce, this course focuses on learning, understanding and applying new ways to enhance academic success, develop personal management skills and practice teamwork. Topics include: memory, test writing and study techniques; communication skills, stress and time management, using technology, critical thinking skills, emotional intelligence and other lifelong learning skills.

**MGMT-131****Marketing**

3 Credits (45:0:0 hours)

Students examine basic decisions made by business in developing, distributing, promoting, and pricing of goods and services. Students learn to analyze buyer decision processes and to convert this information into reasonable marketing strategies. Through readings and projects, students acquire basic knowledge of the methods available for solving marketing problems.

**MGMT-132****Retail Merchandising**

3 Credits (45:0:0 hours)

Students receive an introduction to key principles and practices in operating a successful retail outlet. Emphasis is placed on the key managerial and policy issues involved in the design, implementation and assessment of the retail strategy. Students explore several areas relating to the institution of retailing and elements of the retail environment.

**MGMT-141****International Business**

3 Credits (45:0:0 hours)

Students are introduced to the fundamental concepts, issues and practices in international business. International trade theory; entry into foreign markets; and political, economic, legal and cultural differences that influence business practices are discussed. Students acquire knowledge of the basic skills and attitudes required to become a successful international business practitioner.

**MGMT-142****International Marketing**

3 Credits (45:0:0 hours)

This course provides a comprehensive overview of the way in which consumer and industrial goods and services are marketed at the international level. Marketing intelligence, product planning, export pricing, promotion, distribution channels and the adaptation of the marketing mix to foreign markets are analyzed. The student develops an international marketing plan by the end of the course. *Prerequisites:* MGMT 131. May also be taken as a co-requisite.

**MGMT-211****Business Finance**

3 Credits (45:0:0 hours)

All businesses are required to make long-term financial decisions. Managers must raise capital, through the use of debt or equity, and invest that capital in projects that will produce an acceptable return. Learners are introduced to the major tools in this area including financial statement analysis, bond and stock valuation, and capital budgeting techniques such as net present value, internal rate of return and payback.

*Prerequisites:* MGMT 111, ACCT 218 and MGMT 107.

**MGMT-212****Entrepreneurship**

3 Credits (45:0:0 hours)

Students explore entrepreneurship with a view to potentially becoming an independent business person. The topics investigated are essential to the development of a sound business plan and appropriate infra-structure for a variety of small business ventures.

*Prerequisites:* ACCT 218, MGMT 111, MGMT 121, MGMT 122, MGMT 131 and MCSP 131.

**MGMT-221****Organizational Theory**

3 Credits (45:0:0 hours)

Students examine key theories, elements, tools and practices that shape contemporary organizations. Students consider a macro approach to the design, function and operation of an organization from a leadership perspective. Topics include structural designs, internal and external environments, inter-organizational relationships, manufacturing and service technologies, and other related topics as they impact on organizational design. Students also undertake a major field research project where they analyze organizational theory and practice in an existing organization.

*Prerequisites:* MGMT 121 and MGMT 122.

**MGMT-223****Supervision**

3 Credits (45:0:0 hours)

In this capstone course, students develop and practice the interpersonal skills and competencies required to build productive organizational relationships necessary for effective leadership. Topics include communication, leadership, conflict management, and team skills. Emphasis is on the ability to work with these concepts in a practical and effective manner. A significant proportion of the course requirements is met through group work.

*Prerequisites:* MGMT 121 and MGMT 122.

**MGMT-231****Sales**

3 Credits (45:0:0 hours)

Students explore the philosophies and approaches to the personal selling process. The course emphasizes the benefits of developing a consultative approach to selling. Focusing on the customer and not on the transaction is the fundamental element in developing long-term business relationships, providing value and establishing differentiation in the marketplace.

**MGMT-232****Marketing Management**

3 Credits (45:0:0 hours)

Students develop their skills in making strategic marketing decisions from the perspective of a marketing manager. Qualitative and quantitative analysis are emphasized. The use of financial analysis to assess impacts of marketing decisions is a major focus of this course. Students use a case-based approach to develop understanding and skills in assessing marketing decisions in areas such as product, pricing, promotion, and distribution.

*Prerequisites:* ACCT 218 AND MGMT 131.

**MGMT-240****Business Research and Report Writing**

3 Credits (45:0:0 hours)

This course introduces students to key concepts and practices used in business research and report writing. Topics include qualitative and quantitative research methods, research ethics, and research report writing in business. Students examine and evaluate business research that informs business practice in a variety of areas, including marketing, human resources, organizational behaviour, general management and other areas of interest. Students work in groups to undertake a major field research project and produce a written report for a client organization.

*Prerequisites:* ACCT 215, MGMT 122 and MGMT 131.

**MGMT-241****Business Policy and Practice**

4 Credits (60:0:0 hours)

This course examines the influence of policy and strategic management theories, and analysis and techniques in the management of contemporary organizations. As a capstone course, it draws substantially on other inter-related program disciplines and practices. The course utilizes Canadian case studies and a business simulation to examine the relationship of policy and strategic management with environmental forces, decision systems, resources, organizational structure, management preferences, organizational culture and strategic balance.

*Prerequisites:* MGMT 111, ACCT 111, ACCT 218, MGMT 121, MGMT 122, MGMT 131, MGMT 211, MGMT 221, HRMT 200.

**MGMT-242****Business Fieldwork**

3 Credits (30:0:105 hours)

Students gain experience in a management setting through work integrated learning. Students examine varied workplace opportunities and expectations to gain insight on a range of career possibilities in management. Theoretical concepts covered in prior courses are integrated with workplace realities in order to prepare students for entering a career in management.

*Prerequisites:* MGMT 211, MGMT 221, MGMT 260, HRMT 200.



**MGMT-243****Business Policy**

3 Credits (45:0:0 hours)

Students experience business decision making in a simulated, competitive environment. Working in teams, students form companies, research and plan strategy, develop internal policies, engage in competitive analysis, make and execute operational decisions in support of their strategy, keep records for their business, and report on corporate performance.

*Prerequisites:* ACCT 218, MGMT 115 and MGMT 131.

**MGMT-260****Strategic Management**

3 Credits (45:0:0 hours)

Students build on and utilize the foundation of earlier management coursework to scan environments, diagnose problems and analyze opportunities, create strategies for action, plan implementation, and evaluate results from an increasingly strategic perspective. Students work both individually and collaboratively in applying strategic decision-making skills to complex situations as presented by significant business case studies.

*Prerequisites:* MGMT 121, MGMT 122, MGMT 131, ACCT 218.

**MGMT-261****Integrated Management Practice**

3 Credits (45:0:0 hours)

In this capstone course, students integrate learning from previous courses such as management, accounting, finance, marketing, business research and human resources management. Focusing on the strategic application of management theory from these areas, students demonstrate the ability to translate learning into effective management practice both individually and as part of a team. The core learning activity in this course is a business strategy simulation.

*Prerequisites:* HRMT 200, MGMT 211 and MGMT 245.

**MGMT-270****Web and Database for Business**

3 Credits (45:0:0 hours)

Students study the process and techniques involved in creating and using relational database applications and developing web sites. Students create tables, queries, forms and reports using industry-standard relational database software. They combine these skills with problem-solving techniques to produce a comprehensive multi-table database application. Students also use web development tools to create, maintain and publish web sites that incorporate communication tools, images, links, tables, and styles.

*Prerequisites:* MCSP 131

**MGTS-103****Probability and Statistics I**

3 Credits (45:15:0 hours)

Students are introduced to probability; discrete and continuous random variables and probability distributions; expectation and variance; normal and binomial distribution; sampling; sampling distributions for means and proportions; Bayesian decision theory. Students are expected to have basic familiarity with computer applications including spreadsheets. **Note:** Credit can be obtained in only one of STAT 141, STAT 151, MGTS 103, MGTS 200 or MGTS 301.

**MGTS-312****Probability and Statistics**

3 Credits (45:15:0 hours)

Students develop knowledge and skills related to multiple regression analysis, model building techniques and related methods within the context of a business environment. Although students are expected to have a basic familiarity with computer applications including spreadsheets, necessary computing skills will be taught as the course proceeds.

*Prerequisites:* MGTS 103 or STAT 151 or STAT 141 or equivalent.

**MGTS-352****Operations Management**

3 Credits (45:15:0 hours)

This is a problem-solving course where students explore the managerial and strategic considerations of operations management decisions by examining and applying techniques such as capacity management, inventory management and control methods, waiting line theory, forecasting, project management and control techniques, and other operations management topics. Spreadsheet modelling is used to implement some of these techniques.

*Prerequisites:* One of MGTS 103 (previously MGTS 301), or STAT 141, or STAT 151, or ACCT 215.

**MGTS-498****Independent Studies in Management Science**

3 Credits (0:0:45 hours)

In consultation with, and supervised by, a member of the department or an approved professional in the community, a senior student undertakes advanced scholarly work related to the field of management science. The faculty member guides the student in designing and undertaking this work, using appropriate assumptions and methods to arrive at warranted conclusions and outcomes that will advance management science knowledge or practice or create meaningful results. *Prerequisites:* Consent of the course instructor and the chair.

**MSYS-200****Introduction to Management Information Systems**

3 Credits (45:0:0 hours)

Students examine the interaction of technology and information in supporting the development of a business strategy. Students apply systems analysis, design, implementation, and post implementation review methodologies. Through academic research and case study analysis, students integrate current best practices with emerging technology to meet a variety of business challenges. Students prepare and present a formal report to the CEO of a mock corporation.

*Prerequisites:* BUSN 201.

**MTST-108****Massage Therapy Foundations**

2 Credits (30:0:0 hours)

This course provides the student with the fundamental knowledge about the massage therapy profession, as well as an in-depth examination of medical terminology. An overview of the profession of massage therapy including history, current and future trends are explored. In addition common terminology used in the study of anatomy, physiology, massage theory and techniques are introduced.

**MTST-109****Palpation Lab**

1 Credits (5:10:0 hours)

Developing well refined tactile abilities is an essential skill for a massage therapist. Palpation lab is an experiential based course focusing on important anatomical landmarks including such structures as muscle, bone, joints, nerves, arteries and ligaments. The goal of this course is to develop the skills to accurately palpate and identify common anatomical structures of the human body.

**MTST-115****Functional Survey for Massage Therapists**

1 Credits (15:15:0 hours)

Information and techniques to provide a basic overview assessment of the wellness status of clients seeking massage therapy are presented. Hygiene and safety issues are addressed. *Prerequisites:* MTST 120. May also be taken as a Co-requisite.

**MTST-120****Human Anatomy I**

3 Credits (45:15:0 hours)

An in-depth study of the anatomical structures of the head, neck, lumbar, abdomen, as well as the upper and lower extremities is the focus of this course. The components of the musculoskeletal system, nervous system, circulatory system, and arthrology are examined in detail. Palpation skills are also developed through surface anatomy labs which involve exploration of major bony and soft tissue landmarks.

**MTST-122****Human Anatomy II**

3 Credits (45:0:0 hours)

The major systems of the body are introduced in this course. The structure and function of the circulatory, nervous, digestive, respiratory, lymphatic, integumentary, endocrine, urinary and reproductive systems are explored. Students are also introduced to the special senses.

**MTST-125****Body Functioning I**

3 Credits (45:0:0 hours)

This course is an introduction to the physiology of the body. The nervous, musculoskeletal, cardiovascular and protective systems are emphasized to explain the relationships between body fluid distribution, sensory stimulation and the modulation of pain perception. *Prerequisites:* MTST 105. May also be taken as a Co-requisite.

**MTST-126****Body Functioning II**

3 Credits (45:0:0 hours)

This course integrates the nervous, endocrine, cardiovascular and immune systems in their regulation of the functioning of the body. Hormonal and autonomic control of the respiratory, digestive, urinary and reproductive systems are emphasized along with an examination of the special senses. *Prerequisites:* MTST 125.

**MTST-131****Techniques I**

3 Credits (30:30:30 hours)

This course examines the principles, procedures and techniques involved in giving a basic massage therapy treatment. Introductory massage techniques, draping, and the use of posture and body mechanics are presented. Students are introduced to indications/contraindications and the principles of basic massage therapy treatments. Furthermore, students develop and utilize palpation skills in identifying bony landmarks and soft tissues structures.

**MTST-137****Therapeutic Relations**

1 Credits (30:15:0 hours)

This course provides the student with the fundamental knowledge of ethics involved in the development of therapeutic relationships. The application of communication techniques and client/therapist responses to massage therapy are explored. Through discussion and experiential learning, the following topics are examined: personal growth, establishing trust, boundaries, interview skills, cultural differences, self-care, body image, transference and counter-transference and the management of the therapists personal values in client relationships. This course also explores working with emotional situations, abuse survivors and the chronically ill.

**MTST-142****Techniques II**

3 Credits (30:30:30 hours)

This course introduces massage therapy treatment fundamentals and techniques. Students develop soft tissue assessment skills, greater tissue sensitivity as well as the ability to work with increased tissue depth. Prescribing appropriate home care and principles of therapist self care is emphasized. Fundamentals of professional documentation is also reinforced.

*Prerequisites:* MTST 131, MTST 120 and MTST 125.

**MTST-143****Techniques III**

3 Credits (30:30:30 hours)

This course involves an in-depth study and practice of hydrotherapy, lymph drainage, and trigger point therapy techniques. Students learn to recognize contraindications and indications of these treatment modalities as they relate to common pathological conditions. Students further refine palpation skills required for effective application of these techniques.

*Prerequisites:* MTST 142.

**MTST-146****Body Movements**

3 Credits (35:10:0 hours)

An in-depth analysis of the structure and muscle function of human movement and gait is explored in this class. Anatomy of upper and lower extremity joints is reviewed. The physical basis of movement and muscle function is examined. Basic movements and sport activities are analyzed.

*Prerequisites:* MTST 120.

**MTST-151****Critical Review of Massage Literature**

1 Credits (15:0:15 hours)

he basic components of research literacy are covered in this course. Students locate, evaluate and discuss research and professional literature in massage therapy. The knowledge gained is applied to the enhancement of massage therapy practice.

*Prerequisites:* MTST 108.

**MTST-155****Assessment for Massage Therapists I**

2 Credits (25:20:0 hours)

The basic theory of assessment is presented. Assessment of the human body (musculoskeletal) including postural and gait assessment, palpation, range-of-motion, muscle testing, sensation and reflex testing is examined in detail. The process for documenting findings of the assessment is an integral part of the course. Application is to the cervical spine, thoracic spine and the upper body.

**MTST-156****Assessment for Massage Therapists II**

2 Credits (25:20:0 hours)

The theory and techniques from MTST 155 are expanded with emphasis on the lower body and clients with special needs. Documentation in a multidisciplinary environment is addressed.

*Prerequisites:* MTST 155.

**MTST-161****Clinical Practice I**

1 Credits (0:0:45 hours)

This course introduces students to the practice of massage therapy in a supervised clinical setting. Working with the public, students have the opportunity to practice introductory massage therapy techniques and improve skills such as body mechanics, draping, interviewing, informed consent, assessment, recognizing contraindications and the ability to provide basic homecare recommendations.

*Prerequisites:* MTST 108, MTST 131, MTST 115, and Standard First Aid and Health Care Provider Level C CPR.

**MTST-162****Clinical Practice II**

1 Credits (0:0:45 hours)

This course builds on the practical experience gained in clinical practice I. In a supervised setting, students focus on providing massage therapy treatments to a variety of clients. This course offers an opportunity to practice advance techniques, alternate positioning and sequencing, introductory assessment procedures, charting skills, treatment plan development and prescribing basic self-care.

*Prerequisites:* Minimum grade of C- in MTST 161 and MTST 142.

**MTST-224****Techniques IV**

3 Credits (30:30:30 hours)

This course addresses therapeutic exercise, proprioceptive neuromuscular facilitation (PNF), static stretching and advanced myofascial release techniques. An in-depth understanding of the contraindications and indications of these techniques is explored. Techniques are practiced in the context of treatment planning with an understanding of appropriate application of these techniques in a clinical setting. Client homecare programs are also developed.

*Prerequisites:* MTST 143.

**MTST-225****Techniques V**

3 Credits (30:30:30 hours)

This course examines the principles, assessment and techniques involved in the application of muscle energy techniques, muscle approximation, golgi tendon organ releases as well as mobilizations for the spine and pelvis. Students develop and utilize these skills in a treatment based context.

*Prerequisites:* MTST 224

**MTST-226****Techniques VI**

3 Credits (30:30:30 hours)

This course examines the theory, procedures and techniques for peripheral joint mobilizations. Students refine their palpation skills to safely mobilize the specific structure involved. Peripheral mobilizations are combined with other advanced treatment modalities.

*Prerequisites:* MTST 225 and MTST 283.

**MTST-260****Clinical Practice III**

1 Credits (0:0:45 hours)

This course involves the application of advanced massage therapy to clients in a supervised setting. The intent is to build on the practical experience and knowledge gained in clinical practice II. This course provides an opportunity to practice advanced techniques on a variety of clinical pathologies and special populations commonly seen by massage therapists. A focus is placed on advanced assessment, treatment planning, application of specialized techniques, and self-care customized to individual clients.

*Prerequisites:* Minimum grade of C- in MTST 162, MTST 155 and MTST 143.

**MTST-261****Clinical Practice IV**

1 Credits (0:0:45 hours)

This course is the supervised application of therapeutic massage techniques to clients in a clinic setting. Case conferences are conducted at which time students present assessment data treatment plans for individual clients.

*Prerequisites:* MTST 156, MTST 260, MTST 273, MTST 281, and Standard First Aid and Health Care Provider Level C CPR.

**MTST-262****Clinical Practice V**

1 Credits (0:0:45 hours)

This course is the final clinical experience in the massage therapy program. The focus of this course is on the application of therapeutic massage techniques to clients with special needs in a supervised clinical setting. Students have the opportunity to develop skills working as part of a health care team through an internship in a hospital setting. Case conferences are conducted at which time students present assessment data and treatment plans for individual clients.

*Prerequisites:* MTST 283, MTST 261, MTST 274, MTST 225 and Standard First Aid and Health Care Provider Level C CPR.

**MTST-265****Business Management for Massage Therapists**

2 Credits (30:0:0 hours)

This course provides an introduction to setting up and maintaining a personal service business. Basic principles of business management are explored. From an entrepreneurial view, marketing and service promotion are emphasized. Application to massage therapy practice in market analysis and selection are addressed.

**MTST-273****Massage Therapy for Special Populations I**

2 Credits (25:20:0 hours)

This course teaches therapeutic massage techniques for healthy populations of clients throughout the life span. The areas of consideration include pre- and post-natal, perimenopausal, geriatric, as well as neo-natal and young clients. Breast massage is also addressed. *Prerequisites:* MTST 161. *Prerequisite or Co-requisite:* MTST 140.

**MTST-274****Massage Therapy for Special Populations II**

2 Credits (25:20:0 hours)

This course examines the application of therapeutic massage of clients with special needs. The areas considered include psychiatric, chronic long term and deteriorating conditions, severe trauma and palliative care. *Prerequisites:* MTST 273. *Co-requisites:* HLST 150 and MTST 240.

**MTST-281****Treatments and Planning I**

2 Credits (30:15:0 hours)

This course examines the principles for planning ongoing treatment for clients with various needs. Simulation and case studies are used for lab type practice. *Prerequisites:* MTST 273, HLST 150, MTST 261. May also be taken as Co-requisites.

**MTST-283****Treatments and Planning II**

2 Credits (30:15:0 hours)

The focus of this course is on injuries that generally affect more than one area of the body. Students learn how various massage techniques can assist in recovery.

*Prerequisites:* MTST 281, MTST 225, MTST 261. MTST 225, and MTST 261 may also be taken as co-requisites

**MTST-286****Sports Massage**

3 Credits (30:20:10 hours)

This course presents the theory and practice of sports massage including the history of sports massage and role of the sports massage therapist. The indications and contraindications to different sports are addressed as well as specific techniques, positioning, common sport injuries, including their assessment and treatment, stretching pre and post event, and training/conditioning massage.

*Prerequisites:* MTST 142. *Prerequisite/Co-requisite:* MTST 146.

**MUSC-100****Introduction to Music**

3 Credits (45:0:0 hours)

This course in an introduction to the study of music through a historical survey of Western art-music with an emphasis on listening, rudimentary theory, and analysis. In addition, students identify some of the individuals and socio-political forces that shaped the development of this music. Students are not required to be able to read or perform music.

**MUSC-101****Theory I**

2 Credits (30:0:0 hours)

In this course, students are introduced to the rudiments of music theory, the fundamentals of functional harmony, and the foundations of jazz theory. The course is coordinated with Ear Training I and provides the theoretical background required of the first-term ensemble program. **Note:** Only full-time students admitted to the Music Program may take this course. *Co-requisite:* MUSC 111.

**MUSC-102****Theory II**

2 Credits (30:0:0 hours)

The primary objective of Theory II is to expand the students' understanding of the vertical and linear aspects of harmony (chord structure and voicing; voice leading, progression, and function). Students focus on the application of theoretical concepts through writing and analysis. The course is divided into two parts: (1) jazz theory; (2) traditional harmony and voice leading.

*Prerequisites:* MUSC 101 and MUSC 111. *Co-requisite:* MUSC 112.

**MUSC-111****Ear Training I**

3 Credits (45:0:0 hours)

In this course, students develop essential musical skills including aural identification and vocalization of intervals, chords, rhythms and melodies, as well as sight singing melodies and rhythms. Ear Training I is aligned with course content and learning in Theory I. **Note:** Only full-time students admitted to the Music Program may take this course. *Co-requisite:* MUSC 101.

**MUSC-112****Ear Training II**

3 Credits (45:0:0 hours)

In this course, students continue to develop the essential musical skills introduced in Ear Training I including aural identification and vocalization of intervals, chords, rhythms and melodies, melodic and rhythmic dictation, and sight singing melodies and rhythms. Ear Training II is aligned with instruction and learning in Theory II.

*Prerequisites:* MUSC 101 and MUSC 111. *Co-requisite:* MUSC 102.

**MUSC-121****History of Jazz Music**

2 Credits (30:0:0 hours)

In this course, students trace the evolution of jazz from its African roots to the present time through a survey of the significant people, materials, literature and styles that have contributed to its history. In addition, students acquire a working knowledge of the terminology used to describe the performance and character of jazz (and other forms of Western music), and develop critical aural skills through extensive listening. **Note:** Only full-time students admitted to the Music Program may take this course.

**MUSC-122****History of Popular Music**

2 Credits (30:0:0 hours)

In this course, students survey the history of popular music from its earliest blues roots to current trends. Students are introduced to the performers, styles, genres, and structures of popular music, and develop critical aural skills through extensive listening.

**MUSC-131****Principal Instrument I**

3 Credits (0:10.5:0 hours)

Principal Instrument I is the first in a series of four courses in which students receive individual instruction in technique and its application to repertoire. The course consists of private lessons that primarily prepare the student for two juried examinations: a technical/scale jury and a repertoire jury. **Note:** Only full-time students admitted to the Music Program may take this course.

**MUSC-132****Principal Instrument II**

3 Credits (0:10.5:0 hours)

Principal Instrument II is the second in a series of four courses in which students receive individual instruction in technique and its application to repertoire. The course consists of private lessons that primarily prepare the student for two juried examinations: a technical/scale jury and a repertoire jury.

**MUSC-141****Ensemble I**

3 Credits (30:45:0 hours)

Ensemble I is the first in a series of four courses that develop a wide variety of essential performance skills and abilities within an ensemble environment. The Ensemble courses address style, repertoire, technique, reading, improvisation, performance, listening and other ensemble skills that are necessary for the professional jazz and contemporary popular musician. **Note:** Only full-time students admitted to the Music Program may take this course.

**MUSC-142****Ensemble II**

3 Credits (30:45:0 hours)

Ensemble II is the second in a series of four courses that develop a wide variety of essential performance skills and abilities within an ensemble environment. The Ensemble courses address style, repertoire, technique, reading, improvisation, performance, listening and other ensemble skills that are necessary for the professional jazz and contemporary popular musician.

**MUSC-182****Second Practical Instrument I (Private Lesson)**

3 Credits (13:0:0 hours)

Students receive one, half-hour private lesson per week during the first and second terms of the academic year in order to improve their technical facility on their secondary instrument. Students prepare a repertoire of varying styles as well as exercises to further develop their technical mastery. Students may perform in public as part of the term work and they prepare an examination program for a jury of faculty members. **Note:** Students must audition (minimum Grade 8 standard RCM/CC or equivalent) and receive consent of the Conservatory of Music in consultation with the Chair of Music.

**MUSC-184****Applied Music I (Private Lesson)**

3 Credits (13:0:0 hours)

Students receive a one hour private lesson per week during the first or second terms of the academic session. Students prepare and perform a repertoire of styles as they develop musical intelligence and independence. Students may perform in public as part of their term work and will prepare an examination program for a jury of faculty members. **Note:** Students must audition (minimum Grade 8 standard RCM/CC or equivalent) and receive consent of the Conservatory of Music in consultation with the Chair of Music.

**MUSC-188****Performance Ensemble**

0 Credits (0:45:0 hours)

MUSC 188 fulfils the performance ensemble requirement in Term I of the Bachelor of Music. Through focused independent practice, weekly rehearsals and public performances, this course provides each student the opportunity to develop and interpret repertoire drawn from jazz and contemporary popular music. Based on an audition process, students are placed in an appropriate ensemble under the directorship of a music faculty member. The ensembles vary in instrumentation and size, which are determined by stylistic specificity and repertoire.

**MUSC-189****Performance Ensemble**

0 Credits (0:45:0 hours)

MUSC 189 fulfils the performance ensemble requirement in Term II of the Bachelor of Music. Through focused independent practice, weekly rehearsals and public performances, this course provides each student the opportunity to develop and interpret repertoire drawn from jazz and contemporary popular music. Based on an audition process, students are placed in an appropriate ensemble under the directorship of a music faculty member. The ensembles vary in instrumentation and size, which are determined by stylistic specificity and repertoire.

*Prerequisites:* MUSC 188.

**MUSC-190****Jazz Combo**

0 Credits (0:0:0 hours)

Jazz Combo is a performance group made up from some of the most advanced MacEwan University Music Program students. It rehearses twice a week and performs music brought to the group by its members as well as faculty and any other appropriate source. It is a part of the ensemble experience at MacEwan University, but no credit is awarded and no grades are given. *Prerequisites:* Admission to the Music Program and by audition.

**MUSC-191****Jazz Choir**

0 Credits (0:0:0 hours)

The curriculum consists of the following: 1. Technique - melodic style and interpretation, phrasing, rhythm, articulation and dynamics. 2. Style - Jazz, Pop and Latin. 3. Ensemble participation - choir blend, colour and ensemble sound. 4. Improvisation - basic concepts for improvisation such as vocal syllables, patterns and motifs, call and response, rhythm and melody. 5. Harmony - voice leading, chord structure and analysis. **Note:** Admission to the Music Program and by audition.

**MUSC-192****Guitar Band**

0 Credits (0:0:0 hours)

This course is designed to give the guitar students the opportunity to experience and learn section playing skills. **Note:** Audition required.

**MUSC-193****Showcase Band**

0 Credits (0:0:0 hours)

This is a performance group made up of some of the most skilled MacEwan University music students. It rehearses twice a week and performs music by members of the group as well as music provided by the faculty and, on occasion, other students. This ensemble performs many concerts throughout the year. **Note:** Audition required.

**MUSC-194****Percussion Ensemble I**

0 Credits (0:0:0 hours)

This course is an ensemble that rehearses music written for various combinations of percussion instruments. The ensemble performs a number of concerts throughout the year.

**MUSC-195****Jazz Band**

0 Credits (0:0:0 hours)

This ensemble is to provide students the opportunity to rehearse and perform music in the jazz idiom, to increase their knowledge and skill in the area of jazz improvisation and to assist student musicians in developing a professional attitude. Students are evaluated on their ability to perform large ensemble music in a variety of jazz styles. **Note:** Audition required.

**MUSC-196****Dixie Band**

0 Credits (0:0:0 hours)

This is a performance group made up of a variety of MacEwan University Music students. It rehearses once a week and performs music from the Dixieland tradition.

**MUSC-197****Percussion Ensemble II**

0 Credits (0:0:0 hours)

This course is an ensemble that rehearses music for various combinations of percussion instruments. The ensemble performs a number of concerts throughout the year.

**MUSC-198****Introduction to Improvisation**

0 Credits (0:15:0 hours)

This course introduces the student to the theoretical and practical skills required for improvising on the chord progressions typical of the Term II repertoire. This course is aligned to the content of Ensemble II and Theory II. Topics include chord scale relations (modes and modal harmony, harmonic and melodic minor scales, major and minor harmony), improvising with blues scales, repetition and contrast, continuity, motive, phrase, and line, meter and rhythm, stylistic nuances, and rudimentary form and analysis. Recordings and transcriptions of solos by master improvisers are presented as models for study.

*Prerequisites:* MUSC 141.

**MUSC-199****Improvisation Skills**

0 Credits (0:15:0 hours)

In this course, students apply theoretical and conceptual notions of the improvised line to repertoire. Repertoire is selected from examples of traditional and contemporary jazz and related contemporary music in order to accommodate the specific needs for each performance area (vocal, percussion, bass, keyboard, guitar, winds). Theoretical concepts presented in Introduction to Improvisation are developed as required to address the exigencies of the selected repertoire.

*Prerequisites:* MUSC 142 and MUSC 198.

**MUSC-201****Theory III: Jazz Harmony and Analysis**

3 Credits (45:0:0 hours)

Building on the rudiments of jazz harmony introduced in Year 1, this course presents an in-depth study of the vertical and linear structures that are characteristic of traditional and contemporary jazz compositions. Critical listening aligned with score reading is an important activity in this course. Topics include harmonic function, chord construction, chord substitution and linear embellishment, voicing and voice leading, melody, rhythm and form. Students complete analytical, critical listening and critical writing assignments that draw from the significant styles and genres of jazz.

*Prerequisites:* MUSC 102.

**MUSC-202****Theory IV: Chromatic Harmony**

3 Credits (45:0:0 hours)

This course examines the formal, structural, and harmonic techniques used in tonal music from the late eighteenth century through to the early twentieth century. The study of tertian harmonic structures and chromatic manipulation, and the crucial relationship between harmony, function, and form is the focus of this course. Topics include chromatic harmony, sequences, mixture, modulation, form and analysis. Repertoire for study draws from the symphonic, concerto and chamber music literature from the historical periods in question. Students enhance their theoretical and practical understanding of chromatic harmony by completing a number of compositional, analytical and critical listening assignments.

*Prerequisites:* MUSC 201

**MUSC-203****Arranging I**

3 Credits (15:30:0 hours)

In Arranging I, students are introduced to the standard instruments of the commercial ensemble focusing primarily on the rhythm section. Students survey harmonic techniques as applied to arranging, and produce arrangements that include a variety of formal elements. Industry-standard software-notation techniques are an essential feature of this course.

**MUSC-204****Arranging II**

3 Credits (15:30:0 hours)

In Arranging II, students develop techniques for arranging wind instruments in context of the commercial ensemble. A survey of these instruments includes an examination of their roles as lead and background instruments, timbre, range, transposition, articulation and dynamics, stylistic usage, voicing techniques, voice leading, blend and balance. Developing professional competency with industry-standard notation software is an essential feature of this course.

*Prerequisites:* MUSC 203

**MUSC-205**  
**Composition I****3 Credits (45:0:0 hours)**

In this course, students are introduced to the creative world of composition. Students study techniques in melody, harmony and rhythm as they create pieces in a variety of styles and genres. Students compositions are performed in class in a workshop environment and in public recitals. Students also give short presentations on the music they listen to and on the composers discussed in class.

*Prerequisites:* Minimum grade of B- in MUSC 102 and MUSC 112.

**MUSC-206**  
**Composition II****3 Credits (45:0:0 hours)**

In this course, students are introduced to some of the major trends in twentieth century composition, focusing on impressionism, serialism and minimalism. Student compositions are performed in class in a workshop environment and in public recitals. Students also give short presentations on the music they listen to and on the composers discussed in class.

*Prerequisites:* MUSC 205.

**MUSC-207**  
**Songwriting I****3 Credits (30:22:0 hours)**

This course is an introduction to the art and craft of songwriting in which students develop proficiency in a variety of songwriting techniques. An examination of the songwriting process and related concepts include the relation of meter and rhythm to motive and melody, form attaching lyrics to melody, and song refinement.

**MUSC-208**  
**Songwriting II****3 Credits (30:15:0 hours)**

In this course, students continue to explore the art and craft of songwriting. Students examine and develop skills in a variety of songwriting techniques and concepts including writing lyrics and melodies, utilizing song forms, setting lyrics to melody, re-writing, and co-writing. A component of this course examines market trends, song demos, marketing songs, and other aspects of the business of songwriting.

*Prerequisites:* MUSC 207.

**MUSC-209**  
**Introduction to Composition I****1.5 Credits (22.5:0:0 hours)**

This course introduces students to the art and craft of composition and prepares them for further study in this area. Through lectures, demonstrations, score study and listening, students acquire familiarity with the elements and techniques of composition that apply to a range of genres and styles in the context of jazz and contemporary idioms. Students develop essential skills as they complete a variety of compositions for instrumental performing forces that focus on blues, modal and groove- and ostinato-based composition.

*Prerequisites:* MUSC 102.

**MUSC-210**  
**Introduction to Composition II****1.5 Credits (22.5:0:0 hours)**

Students continue the study of jazz and contemporary idioms through lectures, demonstrations, score analysis and listening. Compositions in this course address complex formal structures, counterpoint and ensemble writing. Students develop essential skills as they complete a variety of compositions that explore ballads, new melodies over standard chord changes and complex formal structure.

*Prerequisites:* MUSC 209

**MUSC-213**  
**Ear Training III****3 Credits (45:0:0 hours)**

Ear Training III addresses three interrelated areas of study: aural skills, sight-reading skills, and music theory. The ability to recognize and identify elemental musical structures and to determine their relationships through traditional and jazz theory is a primary focus of this course. Singing is practiced in class using the Tonic sol-fa system in conjunction with the scale-degree system.

*Prerequisites:* MUSC 112.

**MUSC-214**  
**Ear Training IV****3 Credits (45:0:0 hours)**

In Ear Training IV, students continue to explore the relationship of aural and reading skills, and music theory. Regular activities include melodic, harmonic, and rhythmic dictation exercises, singing using the Tonic sol-fa system in conjunction with the scale-degree system, and performing rhythms in simple, compound, asymmetrical and composite meters. Examples and excerpts used in this course reflect a wide stylistic perspective (traditional, contemporary popular, and jazz).

*Prerequisites:* MUSC 213

**MUSC-215**  
**Functional Keyboard I****1.5 Credits (0:30:0 hours)**

In this course, instrumentalists and vocalists are introduced to the essential keyboard skills required of contemporary musicians. Students develop basic technical ability and reading skills through exercises, etudes, and examples drawn from jazz and contemporary popular repertoires. Students study a syllabus of scales, chords, voicings, progressions and voice leading models, and prepare for a final performance examination comprising technical, sight-reading, and repertoire components. **Note:** This course is not open to pianists (Principal and Applied Instrument).

*Prerequisites:* MUSC 132, MUSC 102.

**MUSC-216**  
**Functional Keyboard II****1.5 Credits (0:30:0 hours)**

This course continues to develop the concepts and skills introduced in Functional Keyboard I. Through the study of technical exercises and etudes in combination with examples drawn from jazz and contemporary popular repertoires, students develop essential techniques, reading skills, and basic accompanying skills. Students study a comprehensive syllabus of scales and chords, progressions, voicings and voice leading models, and prepare for a performance exam comprising technical, sight-reading, and repertoire components that reflect a diversity of contemporary styles. **Note:** This course is not open to pianists (Principal and Applied Instrument).

*Prerequisites:* MUSC 215.

**MUSC-217****Accompanying I**

1.5 Credits (0:22.5:0 hours)

Accompanying I focuses on developing the skills required of pianists (Principal or Applied Instrument courses) to accompany vocalists and instrumentalists through the study of contemporary popular repertoires. Emphasis is also placed on developing an awareness of style and genre, fostering critical listening skills, and exploring the dynamic relationship between the accompanist and the soloist. Students prepare for a juried performance examination that consists of sight-reading and repertoire components.

*Prerequisites:* MUSC 132 (piano).

**MUSC-218****Accompanying II**

1.5 Credits (0:22.5:0 hours)

Accompanying II continues to develop the skills required of pianists (Principal and Applied Instrument courses) to accompany vocalists and instrumentalists through the study of standard blues and RandB, jazz, and contemporary musical theatre repertoires. Emphasis is also placed on developing an awareness of style and genre, fostering critical listening skills, and exploring the dynamic relationship between the accompanist and the soloist. Students prepare for a juried performance examination that consists of sight-reading and repertoire components.

*Prerequisites:* MUSC 217.

**MUSC-221****Applied Instrument**

1.5 Credits (0:5.25:0 hours)

In this course, second-year students in the Composition and General routes receive bi-weekly forty-five minute private lessons on their major applied instrument with focus on technique, repertoire development and style. The private teacher and the student select pieces from standard jazz and popular music repertoires for study. Students also prepare for a juried technical examination that is given at the end of term.

*Prerequisites:* MUSC 132.

**MUSC-222****Applied Instrument II**

1.5 Credits (0:5.25:0 hours)

This course builds on the skills developed in Applied Music I. Second-year students in the Composition and General routes continue to receive bi-weekly forty-five minute private lessons on their major applied instrument, with focus on technique, repertoire development and style. The private teacher and the student select pieces from standard jazz and popular music repertoires for weekly study and examination. Students complete a juried repertoire examination given at the end of term at which they are assessed on presentation, technical ability, interpretation and stylistic aspects.

*Prerequisites:* MUSC 221.

**MUSC-233****Principal Instrument III**

3 Credits (0:10.5:0 hours)

Principal Instrument III is the third in a series of four courses in which students receive individual instruction in technique and its application to repertoire. The course consists of private lessons that primarily prepare the student for two juried examinations: a technical/scale jury and a repertoire jury.

**MUSC-234****Principal Instrument IV**

3 Credits (0:10.5:0 hours)

Principal Instrument IV is the last course in a series of four courses in which students receive individual instruction in technique and its application to repertoire. The course consists of private lessons that primarily prepare students for two juried examinations: a technical/scale jury and the Graduation Recital.

*Prerequisites:* MUSC 233

**MUSC-235****Principal Instrument IV**

3 Credits (0:10.5:0 hours)

In this course, Bachelor of Music Performance students continue private lessons on their major instrument with a focus on technique, style, repertoire development, and theoretical and aural skills. Students perform a technical jury at midterm and a repertoire jury at the end of the term.

*Prerequisites:* MUSC 233.

**MUSC-243****Ensemble III**

3 Credits (30:45:0 hours)

Ensemble III is the third course in a series of four courses that develop a wide variety of essential performance skills and abilities within an ensemble environment. The Ensemble courses address style, repertoire, technique, reading, improvisation, performance, listening and other ensemble skills that are necessary for the professional jazz and contemporary popular musician.

**MUSC-244****Ensemble IV**

3 Credits (30:45:0 hours)

Ensemble IV is the final course in the series of courses that develop a wide variety of essential performance skills and abilities within an ensemble environment. The Ensemble courses address style, repertoire, technique, reading, improvisation, performance, listening and other ensemble skills that are necessary for the professional jazz and contemporary popular musician.

*Prerequisites:* MUSC 243.

**MUSC-245****General Ensemble III**

3 Credits (0:30:0 hours)

In this workshop-style course, the students select appropriate repertoire and develop relevant performance skills, rehearsal techniques, arranging techniques and leadership ability within a collaborative environment. Students also receive private lessons.

**MUSC-246****General Ensemble IV**

3 Credits (0:30:0 hours)

The course is a continuation of General Ensemble III. Students select appropriate repertoire and develop relevant performance skills, rehearsal techniques, arranging techniques and leadership ability within a collaborative environment. Students also receive private lessons. The term work culminates in a public performance.

*Prerequisites:* MUSC 245.



**MUSC-247****Intro to Contemporary Issues in Performance and Practice Techniques**

3 Credits (15:45:0 hours)

This course provides a master-class environment in which students develop a variety of performance skills and acquire the various tools necessary to function in jazz and contemporary ensembles. Students undertake several ensemble-related projects and prepare repertoire for recital. Topics include style, repertoire, interpretation of recordings, scores and lead sheets, ensemble rehearsal techniques, reading and music direction.

*Prerequisites:* MUSC 243**MUSC-251****Studio Recording Techniques**

3 Credits (30:30:0 hours)

This course concentrates on all aspects of recording studio engineering. Topics include the behaviour of sound, acoustics, recording studio design, analog and digital audio, and the theory and operation of recording studio equipment. Working in pairs or individually students undertake several studio recording projects.

**MUSC-252****Recording Studio Production**

3 Credits (30:30:0 hours)

Students are introduced to the role of the producer in a recording studio and role of the modern recording studio in the music business. The skills of the recording engineer established in MUSC 251 Studio Recording Techniques are further developed and students complete a variety of recording projects. Students gain experience recording MacEwan University student and faculty concerts and recitals, audition tapes and specialty studio performances.

*Prerequisites:* MUSC 251.**MUSC-253****Live Sound Reinforcement I**

3 Credits (30:15:0 hours)

This course addresses sound reinforcement for music applications. Students examine sound in live situations, how sound behaves and how it is amplified. Students are introduced to the essential equipment used in the sound reinforcement industry, and develop the skills and abilities necessary to set up and operate a basic P.A. system. The course integrates practical experience in a concert or event setting with classroom instruction.

**MUSC-254****Live Sound Reinforcement II**

3 Credits (30:15:0 hours)

This course continues to develop the skills established in Live Sound Reinforcement I. Students expand their knowledge of advanced modern concert sound reinforcement. Students also acquire an understanding of the duties and responsibilities of the technicians involved in the presentation of a major concert and how to work as part of that crew. The course integrates practical experience in a concert or event setting with classroom instruction.

*Prerequisites:* MUSC 253.**MUSC-261****Music Technology I**

3 Credits (30:15:0 hours)

This course is an introduction to music technology and the application of this technology to student compositions in a project studio/laptop computer environment. Students learn the basics of audio, MIDI, music synthesis and synthesizers, digital and analog recording techniques, and a variety of industry-standard music software.

**MUSC-262****Music Technology II**

3 Credits (30:15:0 hours)

This course is a continuation of MUSC 261 (Music Technology I). Students are introduced to creative applications of various hardware and software effects processing, and software programs that utilize loop, sampled, and modular synthesis approaches to composition. Students also develop skills and techniques towards the advanced use of music applications.

*Prerequisites:* MUSC 261.**MUSC-263****Introduction to Music Technology**

3 Credits (30:30:0 hours)

This course provides students with an understanding of the primary types of technology commonly used in music. In addition to lectures, the course has a lab component in which students acquire basic operational skills for various music technologies. Topics include: Macintosh laptop and operating systems; an introduction to the principles of sound, microphones and recording; computer-based notation: sequencing; mixing and effects processing; an introduction to MIDI; synthesis; a survey of the various hardware used in other program courses.

**MUSC-271****Professionalism**

3 Credits (45:0:0 hours)

This course is an introduction to the business of music and provides students with an overview of the music industry. Topics include concert tour planning and promotion, funding options available to musicians, and current trends in recording, publishing, and distribution.

**MUSC-282****Second Practical Instrument II (Private Lesson)**

3 Credits (13:0:0 hours)

Students receive one, half-hour lesson per week during the first and second terms of the academic session. Students demonstrate improved technical facility on their secondary instrument, preparing and performing progressively difficult and varied repertoire. Students must perform in public as part of the term work, and prepare an examination program for a jury of faculty members. **Note:** Student must receive consent of the Conservatory of Music in consultation with the Chair of Music.

*Prerequisites:* MUSC 182.

**MUSC-284****Applied Music II (Private Lesson)**

3 Credits (13:0:0 hours)

Students receive one, one-hour private lesson per week during the first or second term of the academic year. Students prepare and perform progressively difficult and varied repertoire while developing musical intelligence and independence. Students must perform in public as part of the term work, and prepare an examination program for a jury of faculty members. **Note:** Students must receive consent of the Conservatory of Music in consultation with the Chair of Music.

*Prerequisites:* MUSC 184.

**MUSC-294****Performance Ensemble**

0 Credits (0:45:0 hours)

MUSC 294 fulfills the performance ensemble requirement in Term III of the Bachelor of Music. Through focused independent practice, weekly rehearsals and public performances, this course provides each student the opportunity to develop and interpret repertoire drawn from jazz and contemporary popular music. Based on an audition process, students are placed in an appropriate ensemble under the directorship of a music faculty member. The ensembles vary in instrumentation and size, which are determined by stylistic specificity and repertoire.

*Prerequisites:* MUSC 189

**MUSC-295****Performance Ensemble**

0 Credits (0:45:0 hours)

MUSC 295 fulfills the performance ensemble requirement in Term IV of the Bachelor of Music. Through focused independent practice, weekly rehearsals and public performances, this course provides each student the opportunity to develop and interpret repertoire drawn from jazz and contemporary popular music. Based on an audition process, students are placed in an appropriate ensemble under the directorship of a music faculty member. The ensembles vary in instrumentation and size, which are determined by stylistic specificity and repertoire.

*Prerequisites:* MUSC 294

**MUSC-301****Special Project I**

1 Credits (0:0:15 hours)

This one credit course allows the student to independently explore, in detail, a specific area of interest. A contract between the student and the Chair outlines the objectives, process and criteria for evaluation. Enrolment requires prior approval of the Chair.

**MUSC-302****Special Project II**

2 Credits (0:0:30 hours)

This two-credit course allows the student to independently explore, in detail, a specific area of interest. A contract between the student and the Chair outlines the objectives, process, and criteria for evaluation. Enrolment requires prior approval of the Chair.

**MUSC-303****Special Project III**

3 Credits (0:0:45 hours)

This three-credit course provides the student an opportunity to independently explore, in detail, a specific area of interest. A contract between the student and the instructor outlines the learning outcomes, process, and criteria for evaluation. Enrolment requires prior approval of the Chair.

**MUSC-313****Arranging I**

3 Credits (15:30:0 hours)

Students acquire practical knowledge of arranging for the small jazz ensemble. Topics include woodwind, brass and rhythm section instruments, rhythm section arranging, two, three and four-part harmonizations, "thickened line" writing, background writing, linear/contrapuntal concepts in 2-part writing, and considerations of form and balance in planning an arrangement. Course content is structured towards a full-scale arrangement as the final major project.

*Prerequisites:* MUSC 202.

**MUSC-314****Arranging II: Arranging for Large Ensembles**

3 Credits (15:30:0 hours)

Building on the concepts, techniques and skills acquired in Arranging I, students expand their knowledge of harmony and orchestration in order to write for the contemporary jazz orchestra (big band). Concepts and techniques presented in lectures, in addition to insights gained through the analysis of seminal recordings and scores, are developed through practical assignments. Students are encouraged to develop their personal style, and will produce a complete, original arrangement for big band as the final project.

*Prerequisites:* MUSC 313.

**MUSC-323****Applied Instrument III**

1.5 Credits (0:5.25:0 hours)

Applied Instrument III continues to develop the skills, concepts, and repertoire introduced in the second year of BMus Applied Instrument courses. In this course, third-year students in the Composition and General routes continue to receive bi-weekly forty-five minute private lessons on their major applied instrument with focus on technique, repertoire development and style. The private teacher and the student select pieces from standard jazz and popular music repertoires for study. Students also prepare for a juried technical examination that is given at the end of term.

*Prerequisites:* MUSC 222.

**MUSC-324****Applied Instrument IV**

1.5 Credits (0:5.25:0 hours)

In this course, third-year students in the Composition and General routes receive bi-weekly forty-five minute private lessons on their major applied instrument with focus on technique, repertoire development and style. The private teacher and the student select pieces from standard jazz and popular music repertoires for study and examination. Students also prepare for a juried repertoire examination that is given at the end of term.

*Prerequisites:* MUSC 323.

**MUSC-325****History of Western Music**

3 Credits (45:0:0 hours)

This course is a study of the major trends of classical music circa 1750 - 1945, with focus on the primary genres and the significant composers associated with them. Examples are drawn from four stylistic periods: Late Baroque and Classical, early Romantic, late Romantic, and early Twentieth Century. Through critical listening, score study and analysis, students examine the various compositional devices used by major composers associated with each of the historical periods studied. Repertoire analysis focuses on the salient stylistic features inherent to each period such as the use of timbre, tonality/modality, textures, harmonic devices, text setting, form, and genre.

*Prerequisites:* MUSC 202

**MUSC-358****Improvisation I**

1.5 Credits (22.5:0:0 hours)

This course is a survey of improvisation techniques idiomatic to contemporary popular styles placed in a historical context. Students analyze seminal performances drawn from the canonic repertoire of popular music. Practical applications of theoretical concepts including motivic development, chord-scale relationships, line and interval, and rhythmic development, as well as style, feel and expression are developed through analysis and transcription. Students undertake listening and transcribing assignments in order to develop crucial aural skills and stylistic awareness.

*Prerequisites:* MUSC 201; MUSC 247.

**MUSC-359****Improvisation II**

1.5 Credits (22.5:0:0 hours)

This course builds on skills and knowledge presented in MUSC 358 (Improvisation I). This course is a survey of improvisation techniques idiomatic to jazz styles placed in a historical context. Students analyze seminal performances drawn from the canonic repertoire of jazz music. Practical applications of theoretical concepts including motivic development, chord-scale relationships, line and interval, and rhythmic development, as well as style, feel and expression are developed through analysis and transcription. Students undertake listening and transcribing assignments in order to develop crucial aural skills and stylistic awareness.

*Prerequisites:* MUSC 358.

**MUSC-361****Introduction to Music Career Management**

3 Credits (45:0:0 hours)

This course surveys historical and current issues that have an impact on the musician's career. Issues such as education, gender, employment, intellectual property rights and multiculturalism, among others, are examined through seminal case studies. Topics range from training as a professional to employment and entrepreneurship, media and technology, health and security, and the contemporary role of musicians.

**MUSC-363****The Musician's Workplace**

3 Credits (45:0:0 hours)

Students examine activities and occupations of the professional musician, and learn how to successfully interact and function in these environments. Music is a social art. Professional musicians work with a variety of performing artists, producers, technicians, managers and agents, and for many types of enterprises including clubs and hotels, churches, private functions, the military, theatre and dance companies, production companies and not-for-profit organizations. Understanding how these sectors and activities are organized and motivated is important in developing and maintaining a career as a professional performing musician. Topics also include analysis of contracts, pricing and hiring procedures in key areas.

*Prerequisites:* MUSC 361.

**MUSC-364****Applications in Music Tech I**

3 Credits (30:30:0 hours)

This course focuses on the development of the creative application of technologies used in current music and audio production, and the foundations and theories that underlie these skills and practices. Through classroom and focused project work, students gain knowledge and experience with Digital Audio Workstation (DAW)-centric composition and production with emphasis on synthesizer programming, MIDI and audio tracking, editing and mixing, working with visual media, audio mastering, and delivery.

*Prerequisites:* MUSC 263.

**MUSC-366****Intro to the Recording Studio**

3 Credits (30:30:0 hours)

This course is an introduction to the theory and practice of recording engineering. Students study the behaviour of sound, acoustics, recording studio design, analog and digital audio, and the theory and operation of common recording studio equipment. Practical learning concentrates on studio procedures, set up, and the operation of equipment. Students learn to make optimal use of a state-of-the-art recording studio as they complete a variety of multi-track recording projects.

*Prerequisites:* MUSC 263.

**MUSC-396****Performance Ensemble**

1.5 Credits (22.5:0:0 hours)

MUSC 396 fulfills the performance ensemble requirement in Term V of the Bachelor of Music. Through focused independent practice, weekly rehearsals and public performances, this course provides each student the opportunity to develop and interpret repertoire drawn from jazz and contemporary popular music. Based on an audition process, students are placed in an appropriate ensemble under the directorship of a music faculty member. The ensembles vary in instrumentation and size, which are determined by stylistic specificity and repertoire.

**MUSC-397****Performance Ensemble**

1.5 Credits (22.5:0:0 hours)

MUSC 397 fulfills the performance ensemble requirement in Term VI of the Bachelor of Music. Through focused independent practice, weekly rehearsals and public performances, this course provides each student the opportunity to develop and interpret repertoire drawn from jazz and contemporary popular music. Based on an audition process, students are placed in an appropriate ensemble under the directorship of a music faculty member. The ensembles vary in instrumentation and size, which are determined by stylistic specificity and repertoire.

*Prerequisites:* MUSC 396.

**MUSC-415****Orchestration**

3 Credits (15:30:0 hours)

This course introduces students to writing for the symphony orchestra through a brief survey of the historical development of the orchestra, with focus on the principal families of instruments that constitute the modern orchestra. Students acquire knowledge of the characteristics and roles of orchestral instruments, and the notational conventions associated with scoring for these instruments. Periodic writing assignments reinforce the essential principles of orchestration including featuring, combining and balancing instruments for pragmatic and expressive reasons, and realizing orchestral arrangements from piano scores, compositional sketches and other musical media. The final project for this course is a fully scored orchestration of an excerpt or piece.

*Prerequisites:* MUSC 313 and MUSC 325.

**MUSC-416****Scoring for Film and Other Visual Media**

3 Credits (15:30:0 hours)

This course focuses on the aesthetic and technical demands of composing and producing music for feature films, episodic television, and other visual media, with emphasis on the concepts of musical association and musical meaning. Students are introduced to a wide variety of notable film scores, complete a series of scoring projects for mixed instrumentation using virtual and real instruments, and learn how to synchronize music with visual media through the use of computer software and real time methods.

*Prerequisites:* MUSC 263 and MUSC 313.

**MUSC-424****World Music**

3 Credits (45:0:0 hours)

Students are introduced to the music of several cultural regions of the World and learn to understand this music from an ethnomusicological perspective rather than from a Euro-centric position in order to explore music as sound and culture, as social practice, and as expression of meaning. Students become familiar with distinguishing features of each region through the study and analysis of instruments and timbres, rhythmic and metric structures, modalities and scalar resources, intonations, textures, formal structures, and melodic designs. Ultimately, students examine the influence of World Music upon contemporary North American jazz and popular genres and the internationalization of music.

*Prerequisites:* MUSC 202 and MUSC 325.

**MUSC-425****The Popular Song**

3 Credits (45:0:0 hours)

This course is an investigation of the popular song from a range of epistemological and methodological perspectives. Topics include an introduction to semiotics, alternative modes of structural analysis, textual analysis, cultural studies, gender studies, institutional analysis, cultural policy, mediation, commodification, popular song and persuasion, and individual, regional and national identity constructs. Course work augments the analytical tools developed in other MUSC courses that focus upon traditional modes of musical enquiry.

*Prerequisites:* MUSC 361 and MUSC 325.

**MUSC-426****History of Electro-Acoustic Music**

3 Credits (45:0:0 hours)

In this course, students examine the history of electro-acoustic music in relation to the significant composers of this music and their seminal works. Through lectures, readings, critical listening and analysis, students investigate the ideas, techniques and technologies that determined the development of this genre and its influence on other genres. Students are introduced to the various instruments inherent to the genre and the unique and often idiosyncratic notational systems used by various composers. Aesthetics of electro-acoustic music in context of other 20th-century musical and cultural movements, and the ethical problems and controversies arising from the use of musique concrete and sampling techniques are also addressed.

*Prerequisites:* MUSC 263 and MUSC 325

**MUSC-460****Improvisation III**

1.5 Credits (22.5:0:0 hours)

This course is a study of the improvisation techniques idiomatic to popular music. Students analyze performances drawn from the canonic repertoire of popular music. Practical applications of theoretical concepts including motivic development, chord-scale relationships, line and interval, and rhythmic development, as well as style, feel and expression are developed through analysis, transcription and performance. Performance constitutes the primary activity of this course.

*Prerequisites:* MUSC 359.

**MUSC-461****Improvisation IV**

1.5 Credits (22.5:0:0 hours)

This course is a study of the improvisation techniques idiomatic to jazz music. Students analyze performances drawn from the canonic repertoire of jazz music. Practical applications of theoretical concepts including motivic development, chord-scale relationships, line and interval, and rhythmic development, as well as style, feel and expression are developed through analysis, transcription and performance. Performance constitutes the primary activity of this course.

*Prerequisites:* MUSC 460.

**MUSC-465****Applications in Music Tech II**

3 Credits (30:30:0 hours)

Building on the skills and theory introduced in MUSC 364, this course explores the advanced use of technology in music composition and audio production. Topics include sound design, synthesizer programming, advanced work with visual media, and advanced DAW-based MIDI and audio production techniques, all of which are addressed at a level commensurate with professional-level expectations. Additional topics include advanced synthesis designs, alternate controllers and control protocols, multi-channel audio production, and an introduction to interactive programming.

*Prerequisites:* MUSC 364.

**MUSC-467****Recording Studio Production**

3 Credits (30:30:0 hours)

This course focuses on the producer's critical and varied roles in the process of recording studio production. Through lectures, reading, analytical listening, and project-driven coursework, students will solidify their understanding of the process of music production in context of the recording studio environment. Ultimately, students will model the traits of the successful producer in realistic production situations.

*Prerequisites:* MUSC 263.

**MUSC-468****Acoustics**

3 Credits (45:0:0 hours)

This course explores the physical and psychological nature of sound. Students learn about the entire life of a sound, starting with its physical origins from musical instruments, how it travels in the environment, and how the listener perceives it. Students undertake several projects in which they will apply essential principles to real-life situations and creatively explore key concepts.

*Prerequisites:* MUSC 263.

**MUSC-498****Performance Ensemble**

1.5 Credits (22.5:0:0 hours)

MUSC 498 fulfills the performance ensemble requirement in Term VII of the Bachelor of Music. Through focused independent practice, weekly rehearsals and public performances, this course provides each student the opportunity to develop and interpret repertoire drawn from jazz and contemporary popular music. Based on an audition process, students are placed in an appropriate ensemble under the directorship of a music faculty member. The ensembles vary in instrumentation and size, which are determined by stylistic specificity and repertoire. **NOTE:** MUSC 498 is required only for the BMus Performance major, and is optional for the General routes.

**MUSC-499****Performance Ensemble**

1.5 Credits (0:22.5:0 hours)

MUSC 499 fulfills the performance ensemble requirement in Term VIII of the Bachelor of Music. Through focused independent practice, weekly rehearsals and public performances, this course provides each student the opportunity to develop and interpret repertoire drawn from jazz and contemporary popular music. Based on an audition process, students are placed in an appropriate ensemble under the directorship of a music faculty member. The ensembles vary in instrumentation and size, which are determined by stylistic specificity and repertoire. **NOTE:** MUSC 499 is required only for the BMus Performance major, and is optional for the General routes.

*Prerequisites:* MUSC 498.

**NURS-150****The Discipline of Psychiatric Nursing**

3 Credits (45:0:0 hours)

Historical, current and future perspectives of the disciplines of nursing and psychiatric nursing are introduced. Nursing and psychiatric nursing as a science, art, discipline and professional practice are discussed. Selected theories and models are explored, focusing on philosophical viewpoints and their influence on knowledge and practice. The roles, scope and standards of psychiatric nursing practice are examined from provincial, national and international perspectives, as well as in terms of organizations and legislation. The professional code of ethics and approaches to ethical decision making are introduced. Thinking processes related to the discipline are developed.

**NURS-170****The Discipline of Nursing**

4 Credits (60:0:0 hours)

Historical, current and future perspectives of nursing are introduced. Nursing as an art, a science, a profession, and a discipline are discussed. Selected theories and models are explored, focusing on philosophical viewpoints, the scope of inquiry, and their influence on nursing practice and the development of nursing knowledge. Thinking processes such as critical thinking, problem-solving and decision making are identified and developed. Roles, settings, professional organizations, legislation, scope of practice, and standards for professional nursing practice are examined from provincial, national, and international perspectives. Nursing codes of ethics and approaches to ethical decision making are introduced.

**NURS-175****Nursing Practice Foundations**

5 Credits (30:30:75 hours)

In this course, foundational nursing practice knowledge and skills are acquired and integrated within classroom, laboratory, simulation and practice settings with an individual patient/client. The nursing process is introduced and applied to the provision of basic nursing care in order to promote health, safety and comfort. Developmental and physiological factors that impact activities of daily living across the lifespan are discussed. Students utilize communication skills to develop nurse-patient/client relationships, establish professional boundaries, and interact with other health care providers in the organization and implementation of care.

*Prerequisites:* Minimum grade of C- in NURS 170 and HLST 152.

*Prerequisites or Co-requisites:* HLSC 124, HLSC 128, HLST 154.

**NURS-251****Nursing Care, Diverse Populations**

4 Credits (45:30:0 hours)

Students develop knowledge, skills and attitudes for evidence-informed, culturally sensitive, age appropriate, holistic nursing care with persons from diverse populations who experience acute or chronic alterations in health. Students incorporate selected nursing theories and models as a framework for understanding illness experiences and the promotion of health and healing. Management and alleviation of symptoms and capacity building are discussed with perspectives of mind-body experiences of illness. Teaching and learning principles are applied to health promotion, illness/injury prevention and explanations of care to individuals and families. Reflection on and evaluation of individualized nursing care are promoted through practice scenarios and contextual simulations. Best practice guidelines, current evidence and legal-ethical considerations are emphasized. Students examine roles of the health team and intersectoral members for optimal provision and transition of care across settings. **Note:** Students can obtain credit in only one of NURS 251 or NURS 256 or NURS 270.

*Prerequisites:* Minimum grade of C- in PNRS 155 and PSYC 105.

*Prerequisites or Co-requisites:* HLSC 220, HLSC 222, NURS 252.

**NURS-252****Health Assessment Across the Lifespan**

4 Credits (45:45:0 hours)

Knowledge, skills and attributes for a holistic health assessment of individuals across the lifespan are developed. Health history taking, physical and contextual assessments, information retrieval and data appraisal, communication techniques, and documentation of findings are incorporated into assessment of health. Consideration is given to alterations in health and evaluation of nursing, medical and pharmacological interventions, as well as development of health promotion strategies. Students integrate the unique and shared experiences of patients/clients. Students develop and demonstrate skills in history taking, interviewing and physical examination with individuals. Critical thinking and clinical reasoning are developed through participation in laboratory, classroom and simulation activities.

*Prerequisites:* Minimum grade of C- in HLSC 154, and either NURS 175 or PNRS 152. *Co-requisites:* HLSC 220 and HLSC 222.

**NURS-253****Nursing Practice, Diverse Populations I**

5 Credits (10:0:143 hours)

Students plan, implement, coordinate and evaluate nursing care for persons experiencing chronic and/or acute alterations in health. Theories, knowledge, current evidence and a broad range of skills for nursing practice are incorporated to provide culturally sensitive, age-appropriate, evidence-informed, holistic nursing care. Clinical nursing skills are used to promote optimal health and to evaluate, intervene, and advocate for persons with alterations in health status. Collaboration with patient/client and their family, interprofessional and intersectoral members is incorporated, including transition between acute care and home settings.

*Prerequisites:* Minimum grade of C- in HLSC 220, HLSC 222, NURS 251, NURS 252, and PNRS 252. **Note:** If NURS 253 is preceded by PNRS 255, a minimum grade of C- in PNRS 255 is also required.

**NURS-255****Nursing Practice, Diverse Populations II**

5 Credits (10:0:143 hours)

Students build on the knowledge and skills attained in NURS 253, with an emphasis on holistic care and evidence-informed practice. The nursing focus is on promotion of optimal wellness and provision of safe, competent, ethical nursing care for clients experiencing chronic and/or acute alterations in health, working with situations of increasing complexity. Critical thinking, problem solving, and ethical reasoning abilities and skills in priority setting are enhanced for provision of safe, competent, ethical nursing care. Collaboration with the client, family, and interprofessional and intersectoral members continues.

*Prerequisites:* Minimum grade of C- in NURS 253. **Note:** If NURS 255 is preceded by PNRS 255 and PNRS 259, a minimum grade of C- in PNRS 255 and PNRS 259 is also required.

**NURS-270****Nursing Care Across the Lifespan**

4 Credits (45:30:0 hours)

Knowledge, skills and attributes are developed in order to provide evidence-informed nursing care for individuals and families across the lifespan with chronic and/or stable acute alterations in health. Selected nursing theories and models are incorporated as a framework for understanding illness experiences and the promotion of health and healing and capacity-building using such strategies as practice scenarios, contextual simulations and reflection on practice. Management and alleviation of symptoms are discussed within a mind-body-spirit perspective. Principles of client education and person-centred care are applied to promote health and prevent illness/injury. The role of the nurse within the interprofessional team is explored for provision and transition of care across settings.

*Prerequisites:* Minimum grade of C- in HLST 154, NURS 175, ENGL 102 or ENGL 108, and PSYC 105. *Prerequisites or Co-requisites:* HLSC 220, HLSC 222, NURS 252.

**NURS-272****Mental Health Nursing**

3 Credits (45:0:0 hours)

Knowledge, skills and attributes are attained for evidence-informed, ethical, culturally relevant, age-appropriate, holistic nursing care with persons who experience acute or chronic alterations in mental health. Lifespan issues and alterations are examined for children, adolescents, adults and older adults. Theories and models are incorporated as a basis for understanding mental illness experiences and promoting mental health and healing. The impact of sociocultural influences on the client, health system, communities, and the role of the nurse are discussed. The role of the nurse is explored using a primary healthcare lens. Societal, legislative and economic issues are examined in relation to individual, family and community across the continuum of care. *Prerequisites:* Minimum grade of C- in HLST 154, NURS 175, ENGL 102 or ENGL 108, and PSYC 105. *Prerequisites or Co-requisites:* HLSC 220, HLSC 222, NURS 252.

**NURS-275****Nursing Practice I Across the Lifespan**

5 Credits (10:0:143 hours)

Students plan, implement, coordinate and evaluate nursing care for persons experiencing chronic and/or stable acute alterations in health. Theories, knowledge, current evidence and a diverse range of skills are incorporated to promote health and healing and provide holistic nursing care of persons with alterations in health. Assessment, organization, priority setting and evaluation strategies are emphasized to enhance patient/client care. Consultation with patient/client, family, and engagement with health professionals is incorporated.

*Prerequisites:* Minimum grade of C- in HLSC 220, HLSC 222, NURS 252, NURS 270, and NURS 272.

**NURS-277****Nursing Practice II Across the Lifespan**

5 Credits (10:0:143 hours)

Students build on the knowledge and skills attained in NURS 275, including application of evidence to practice. The focus continues on patients/clients experiencing chronic and/or stable acute alterations in health. Critical thinking, problem solving and ethical reasoning are further developed for provision of safe, competent and ethical nursing care. Collaboration with patients/clients, families and health care professionals is incorporated.

*Prerequisites:* Minimum grade of C- in NURS 275.

**NURS-279****Nursing Practice: Mental Health Nursing**

5 Credits (10:0:143 hours)

Students plan, implement, coordinate and evaluate nursing care for persons experiencing, or at risk for, chronic or acute alterations in mental health in a variety of settings. Nursing theories, knowledge, current evidence and a diverse range of skills are incorporated to provide culturally sensitive, age-appropriate, evidence-informed nursing care. Communication and assessment skills are used to recognize and initiate early interventions to promote mental health, and to evaluate and intervene for persons with alterations in mental health status. Collaboration with patients/clients, family, interdisciplinary and intersectoral members is emphasized, including access and use of community health resources.

*Prerequisites:* Minimum grade of C- in HLSC 220, HLSC 222, NURS 252, NURS 270 and NURS 272.

**NURS-344****Fundamentals of Nursing Research**

3 Credits (45:0:0 hours)

The focus of this course is on the fundamental concepts, methods, and processes of research in nursing and in health. Qualitative and quantitative approaches are introduced and discussed in relation to the development of knowledge for nursing practice. Emphasis will be placed on reading, understanding, and systematically evaluating research to inform nursing practice. The ethical conduct of research will be addressed.

*Prerequisites:* Minimum grade of C- in NURS 277, NURS 279 and a 100 or 200 level Statistics course.

**NURS-370****Nursing Care of the Acutely Ill Across the Lifespan**

4 Credits (45:30:0 hours)

Knowledge, skills and attributes are acquired and applied for evidence-informed nursing care with diverse individuals and families, who are experiencing acute and complex alterations in health. Selected nursing theories and models are used as a framework to guide nursing practice and facilitate the promotion of health and healing from a population health perspective. Management and alleviation of symptoms are discussed with perspectives of body-mind-spirit related to alterations in health across the lifespan. Integration of capacity building, health assessment, effective communication, teaching/learning, collaborative decision making, and critical thinking guide nursing practice. Discussions, practice scenarios, and simulations are utilized to enhance priority setting and formulation of nursing interventions related to care of patients/clients experiencing acute and complex health alterations.

*Prerequisites:* Minimum grade of C- in NURS 277 and NURS 279.

*Co-requisite:* HLST 354.

**NURS-372****Nursing Care of Families With Young Children**

4 Credits (45:30:0 hours)

Knowledge, skills and attributes are acquired and applied for evidence-informed nursing care with families during preconception, pregnancy, labour, delivery, postpartum, and childrearing from birth to adolescence. Selected developmental and family theories, community resources and population health perspectives/programs are integrated to promote health and facilitate family capacity. Trends and issues in childbearing and childrearing are explored from multiple perspectives.

*Prerequisites:* Minimum grade of C- in NURS 277 and NURS 279.

*Prerequisite or Co-requisite:* HLST 354.

**NURS-375****Nursing Practice: Nursing Care of Acutely Ill Across the Lifespan**

5 Credits (10:0:143 hours)

Students integrate evidence-informed knowledge to guide nursing care with individuals and families experiencing alterations in health within acute care settings. Students promote health and healing, and respond appropriately to alterations in health status. Integration of diverse skills, including health assessment, effective communication, teaching/learning strategies/principles, participatory decision making, and critical thinking, will guide nursing care. Utilization of reflective practice combined with organization and priority setting directs the student to provide safe, competent, and ethical nursing care. Students become increasingly self-directed in the provision of collaborative care with the individual/family, intersectoral groups, and transdisciplinary team members.

*Prerequisites:* Minimum grade of C- in NURS 370, NURS 372 and HLST 354.

**NURS-377****Nursing Practice: Nursing in the Community**

5 Credits (10:0:143 hours)

Students integrate knowledge and skills into the practice of community nursing in a variety of settings. Students apply selected theories, knowledge, and current evidence while collaborating with individuals, families, groups/aggregates, and communities. Assessment, planning, and intervention strategies are utilized to promote individual and population health. Intersectoral, interprofessional and community collaboration are emphasized.

*Prerequisites:* Minimum grade of C- in HLST 354, NURS 370 and NURS 372.

**NURS-379****Nursing Practice: Nursing Care of Families With Young Children**

5 Credits (10:0:143 hours)

Students integrate knowledge and diverse skills into nursing care of families through preconception to childbearing and childrearing. Students apply selected theories, knowledge, and current evidence; use extended communication, assessment and psychomotor skills; and collaborate with family and interprofessional team members to assess, intervene and promote health in families with children. Intervention strategies and modalities are implemented in a variety of settings

*Prerequisites:* Minimum grade of C- in HLST 354, NURS 370 and NURS 372.

**NURS-420****Evidence and Inquiry in Nursing Practice**

3 Credits (45:0:0 hours)

Students acquire in-depth knowledge related to the use of evidence in nursing practice. Using selected theories and models from a variety of disciplines, students develop the ability to search for and synthesize relevant evidence, and create a product for potential dissemination to stakeholders related to a practice question. Students analyze the influence of the evidence-informed movement in nursing and health on clinical judgment, decision-making, and knowledge transfer. Central arguments surrounding knowledge development in the advancement of the profession and discipline are examined.

*Prerequisites:* Minimum grade of C- in NURS 344, NURS 375, NURS 377 and NURS 379. *Prerequisites or Co-requisites:* NURS 472, NURS 474, PHIL 386.

**NURS-422****Living With Chronicity**

3 Credits (45:0:0 hours)

Students expand their knowledge of individuals and families experiencing chronic health conditions including social, political and societal perspectives. Self management and quality of life theories and models are examined for individuals and populations experiencing chronicity across the life span. Trends and issues, including health maintenance challenges, planning, delivery and utilization of health care resources will be discussed using stakeholder experience and evidence. Students explore the role of the registered nurse in promoting self-management and preventive care within an inter-professional collaborative team.

*Prerequisites:* Minimum grade of C- in NURS 344, NURS 375, NURS 377 and NURS 379. *Prerequisites or Co-requisites:* NURS 472, NURS 474, and PHIL 386.

**NURS-424****High Priority Populations**

3 Credits (45:0:0 hours)

Students broaden and deepen their understanding of health care issues affecting high priority populations. The focus is on groups, aggregates and populations experiencing inequalities and exclusion related to the social determinants of health. Utilizing theories, evidence, and stakeholder experience, students develop and apply strategies that foster resiliency through building capacity, promoting health, reducing harm, and advocating for primary health care at the individual, family, community and policy level. Resiliency of the registered nurse working with high priority populations is explored through the means of theory and self assessment.

*Prerequisites:* Minimum grade of C- in NURS 344, NURS 375, NURS 377 and NURS 379. *Prerequisites or Co-requisites:* NURS 472, NURS 474, and PHIL 386.

**NURS-426****Perspectives of Trauma and Injury**

3 Credits (45:0:0 hours)

Students explore themes and concepts related to trauma and injury across the lifespan. Trauma and injury are further examined from multiple perspectives that affect individuals, aggregates, and communities. The core concepts and complex issues of trauma nursing care are examined. Prevention, risk assessment, and harm reduction are analyzed as they relate to government legislation, inter-sectoral policy development and the determinants of health. Students examine interprofessional collaboration within local, provincial, national, and international injury and trauma programs.

*Prerequisites:* Minimum grade of C- in NURS 344, NURS 375, NURS 377 and NURS 379. *Prerequisites or Co-requisites:* NURS 472, NURS 474, and PHIL 386.

**NURS-428****Perspectives of Critical Illness**

3 Credits (45:0:0 hours)

Students discuss themes and examine concepts related to life-threatening illness across the continuum of health, healing, rehabilitation, and end of life care. Health promotion, injury/illness prevention, and risk assessment are discussed within the context of critical illness. Prevalent risks and factors of critical illness are examined, with opportunity for the student to explore an area of interest in further depth. A variety of perspectives are considered for promotion of best practices and evidence-informed nursing care, including patient/family-centered approach, safety, policy, quality improvement, ethical reasoning, quality of life, and inter-professional collaborative practice.

*Prerequisites:* Minimum grade of C- in NURS 344, NURS 375, NURS 377, and NURS 379. *Prerequisites or Co-requisites:* NURS 472, NURS 474, and PHIL 386.



**NURS-432****Transforming Health through Teaching and Learning**

3 Credits (45:0:0 hours)

Students work both independently and with faculty guidance to explore the role of education in professional nursing practice. Students analyze the theoretical underpinnings of philosophies and principles of education to enhance health and promote critical literacy. The impact of health education issues and trends are explored within the context of the learner-educator relationship. Students engage in a process of individual and collective learning to acquire salient knowledge, skills, and attributes related to the development of an evidence-informed teaching practice. The student is expected to develop, demonstrate, and evaluate teaching and learning approaches used across the lifespan within varying contexts and populations.

*Prerequisites:* Minimum grade of C- in NURS 344, NURS 375, NURS 377, and NURS 379 or consent of the program.

**NURS-472****Leadership in Nursing**

3 Credits (45:0:0 hours)

Principles, styles and theories of leadership are examined. Concepts of followership, power, influence, growth and conflict are discussed in relation to formal and informal nursing leadership roles. Relevant theory, evidence, practices and principles are addressed, including patterns of leadership and followership in: the delivery of nursing care, continuous quality improvement strategies, decision-making models, characteristics of quality workplaces, and organizational structure and culture. Personal, organizational and societal influences on leadership are examined, emphasizing the leadership role of nurses within the healthcare system and beyond.

*Prerequisites:* Minimum grade of C- in NURS 344, NURS 375, NURS 377 and NURS 379.

**NURS-474****Future Directions in Nursing**

3 Credits (45:0:0 hours)

Students develop an awareness of how trends and emerging issues from provincial, federal, and global perspectives influence the health care system, professional practice, and the discipline of nursing. Through collaborative learning and self-reflection, students will examine diverse practice roles and settings, continuing education opportunities, and a variety of current trends and issues within the context of present and future implications for nursing. Students explore and develop a sense of self as a professional and personal strategies for future practice.

*Prerequisites:* Minimum grade of C- in NURS 344, NURS 375, NURS 377 and NURS 379.

**NURS-475****Life Decisions and Moral Dilemmas**

2 Credits (15:0:30 hours)

This course explores the ethical situations and moral dilemmas nurses encounter around life decisions facing older persons and persons at the end of life. The historical and philosophical influences of ethics, foundation principles and decision-making frameworks are discussed in the context of complex ethical, legal, and moral situations faced by nurses in every day practice, and more specifically within gerontological and palliative nursing. Central to the course are principles of ethical practice, relational ethics, professional standards, decision-making frameworks, and the role of professional advocacy in the context of the person, family, nursing, and the health care system.

*Prerequisites:* Registered Nurse, Registered Psychiatric Nurse or consent of program.

**NURS-476****Leadership in Care Management**

2 Credits (30:0:0 hours)

As a result of program curriculum mapping, updates to the syllabus include the addition of palliative care and gerontology as a course focus in order to align with program outcomes. Other revisions accommodate in-class and online course offerings; and better reflect current nursing practice. Changes made to: course title, calendar description, course content, learning outcomes, method of student evaluation, textbook/learning materials.

*Prerequisites:* Registered nurse, registered psychiatric nurse or consent of program.

**NURS-477****Therapeutic Relations in Specialty Practice**

3 Credits (45:0:0 hours)

Students examine various psychosocial factors that affect therapeutic relationships between clients, nurses and families, inclusive of family dynamics and cultural considerations. Theories, concepts and interventions related to client and family care are addressed in the palliative and gerontological populations. An emphasis is placed upon therapeutic assessment and nursing interventions. Strategies are targeted to support and strengthen hope, resilience, spirituality, conflict resolution and coping mechanisms of the client, and formal and primary caregivers. Key concepts surrounding grief and bereavement are addressed, including resources available in the community for individuals, families and healthcare providers.

*Prerequisites:* Registered nurse, registered psychiatric nurse, or consent of program.

**NURS-478****Field Project**

1 Credits (0:0:30 hours)

Students develop a specific project, focusing on either gerontological or hospice palliative nursing. Through this focused study, students integrate and apply concepts learned throughout the program. Students are responsible for the design of their project objectives and selection of the learning strategies under the supervision of faculty.

*Prerequisites:* NURS 475, NURS 476, NURS 477, NURS 480 or NURS 483. Registered nurse, registered psychiatric nurse, or consent of program.

**NURS-479****Nursing Practice: Consolidation**

5 Credits (0:15:115 hours)

Students consolidate knowledge and skills and demonstrate competent, safe, ethical and evidence-based practice. Clinical practice experiences are selected to maximize readiness to practice, develop confidence and enable collaboration with interprofessional teams. Students integrate leadership, teaching and research skills, utilize appropriate resources, reflect on practice and demonstrate accountability, responsibility and professional values. Knowledge, assessment, questioning, clinical judgment and best nursing practices are integrated through labs, case conferences and practice learning experiences. Students demonstrate professional baccalaureate nursing skills and characteristics including reflection on practice, information retrieval and ongoing learning.

*Prerequisites:* Minimum grade of C- in NURS 472, NURS 474, PHIL 386, and Senior NURS Elective.

**NURS-480****Conceptualizing Gerontological Nursing Practice**

2 Credits (30:0:0 hours)

This course examines concepts and ideas that describe the “growing old” experience in relation to the shift in the Canadian population and the associated nursing experience from the perspective of gerontology, the study of aging. The gerontological nurse’s exploration of concepts and issues such as aging, health transitions, self actualization, and independence are necessary to respond to the unique needs of the older individual. Along with this expanded knowledge, a review of gerontological nursing standards and models of nursing practice allows the student to describe a personal framework of care delivery to older adults. *Prerequisites:* Registered Nurse, Registered Psychiatric Nurse or consent of program.

**NURS-481****Responding to the Older Adult’s Health Status**

4 Credits (60:0:0 hours)

Health status changes in the older adult occur as a result of normal aging processes, individual environmental adaptation, and the presence of disease. This course examines methods of detecting and interpreting health status changes and developing an appropriate nursing response. In addition to reviewing common health conditions, the student uses exploration of presenting signs and symptoms as a strategy for health assessment. In doing so, the student reviews and incorporates knowledge of anatomy and physiology, the inter-relationship between aging body systems, disease processes and medication effects into a nursing response to the older person’s health status. The student evaluates the resultant care strategies planned to optimize the individual’s health status by applying personal experience, available research and the new knowledge learned in this course. *Prerequisites:* Registered Nurse, Registered Psychiatric Nurse or consent of program.

**NURS-482****Dementia Care in the Elderly**

4 Credits (60:0:0 hours)

Dementia care in the older adult is addressed across all care settings, from prevention through to end-of-life care. The characteristics, etiology, risk factors and behavioural manifestations associated with dementia are explored. Current protective factors, drugs, and treatments used in care of persons with dementia are reviewed. Ethics, values, end-of-life and caregiver issues are discussed within the context of dementia care. *Prerequisites:* Registered Nurse, registered psychiatric nurse, or consent of the program.

**NURS-483****Conceptualizing Hospice Palliative Care**

2 Credits (30:0:0 hours)

An introduction to the holistic approach, foundational values, and models of care in the provision of adult end-of-life care are the focus of this course. Professional standards of practice and frameworks throughout the life-threatening illness continuum of care are summarized. Issues pertaining to the palliative population are discussed. The impact of a terminal illness on quality of life for the person and family is addressed. *Prerequisites:* Registered nurse, registered psychiatric nurse, or consent of the program.

**NURS-484****Pain Assessment and Management**

4 Credits (60:0:0 hours)

Students examine the multidimensional, interprofessional approach to the assessment and management of pain. The impact of pain in malignant, nonmalignant, and chronic conditions in the palliative and gerontological populations are explored. The use of pharmacological, non-pharmacological, and complementary therapies used in the management of pain are examined. Issues associated with pain management are addressed. *Prerequisites:* Registered nurse, registered psychiatric nurse or consent of program.

**NURS-485****Palliative Symptoms**

4 Credits (60:0:0 hours)

Physical symptoms of concern in adult palliative care are addressed. Through a multidimensional, interprofessional approach, symptom assessment, etiology, interpretation, and treatments of symptoms are examined. The implications and treatment of common complications and palliative emergencies are explored. The physiological changes when approaching death are discussed. *Prerequisites:* Registered nurse, registered psychiatric nurse, or consent of program.

**NURS-489****Nursing Practice: Preceptorship**

9 Credits (0:0:375 hours)

Students are prepared for the transition into registered nursing practice. Through a preceptored practicum, students demonstrate knowledge, skills, attributes, confidence, competence and independence in nursing practice. Students appraise, synthesize and integrate theoretical and practical knowledge to demonstrate ethical reasoning, clinical judgement, moral competency, reflection and inquiry. Students exemplify flexibility, integrity and leadership attributes to manage ambiguity within a complex, dynamic health care system.

*Prerequisites:* Minimum grade of C- in NURS 479.

**OAAS-110****Administrative Office Procedures I**

3 Credits (60:0:0 hours)

Students focus on professional administrative skills needed for success in the business world. Topics include the role of the administrative assistant, business procedures, current workplace issues, time-management strategies and stress management.

**OAAS-111****Office Technology I**

3 Credits (60:0:0 hours)

Students attain an intermediate level of proficiency with current word processing software to produce and edit accurate business documents. In addition, students create electronic folders and work with the computer operating system.

**OAAS-120****Administrative Office Procedures II**

3 Credits (30:30:0 hours)

In this course, students focus on the preparation of business documents and the coordination of business activities. Topics include company research, research interviews, travel arrangements, conferences and meetings and other topics relative to a changing office. Students research, prepare, and present a report on a company in preparation for field placement.

*Prerequisites:* Minimum grade of C- in OAAS 110.

**OAAS-121****Office Technology II**

3 Credits (30:30:0 hours)

In this course, students attain an intermediate level of proficiency in word processing, spreadsheet and database applications.

*Prerequisites:* Minimum grade of C- in OAAS 111.

**OAAS-127****Presentations and Web Pages**

3 Credits (45:0:0 hours)

Students develop effective presentations and create and maintain Web pages using specialized software.

*Prerequisites:* Minimum grade of C- in OAAS 111

**OAAS-130****Administrative Office Procedures III and Field Placement**

3 Credits (40:0:20 hours)

Students are introduced to the functions of selecting, hiring, training, and supervising office personnel. Students complete an office simulation team project. Students complete a 10-day field placement.

*Prerequisites:* Successful completion of all Term I and Term II courses.

**OAAS-131****Office Technology III**

3 Credits (30:30:0 hours)

Students work at an advanced level in word processing and at intermediate to advanced level with spreadsheets, database and other software applications.

*Prerequisites:* Minimum grade of C- in OAAS 121.

**OADM-101****Keyboarding, Formatting and Presentations**

3 Credits (30:15:0 hours)

This course is a general introduction to keyboarding, word processing, spreadsheets and presentation software. Students demonstrate competency in preparing business correspondence and using email.

**OADM-103****Word Processing for Legal Assistants**

3 Credits (60:0:0 hours)

Students attain an intermediate level of proficiency with current word processing software to produce and edit accurate business and legal documents. In addition, students create electronic folders and work with the computer operating system. Students are also expected to attain a minimum speed of 40 words per minute on a five-minute timing using a five-error cutoff.

**OADM-112****Customer Communications and Service I**

3 Credits (60:0:0 hours)

Students focus on the oral and written communication skills applicable in today's business environment with an emphasis on cross-cultural communication. Students compose and edit routine business correspondence. In addition, students prepare and present an informal report.

**OADM-113****Document Formatting I**

3 Credits (60:0:0 hours)

Students develop intermediate skills in the production of business documents. Within specified timelines, students will apply formatting and proofreading skills to business documents, and transcribe correspondence from a digital recording. In addition, students are expected to attain a minimum speed of 40 words per minute on a five-minute timing using a five-error cut-off.

**OADM-122****Customer Communications and Service II**

3 Credits (45:0:0 hours)

Students actively engage in job search techniques, including the preparation of resumes and covering letters. In addition, they continue exploring the major concept of teamwork by preparing a research report with a customer service focus. Students continue to write business documents.

*Prerequisites:* Minimum grade of C- in OADM 112.

**OADM-123****Document Formatting II**

3 Credits (30:30:0 hours)

In this course, students develop advanced skills in the production of business documents using rough draft, edited copy, and verbal instructions. Students also learn how to analyze and design effective and attractive forms. Students are expected to attain a minimum speed of 50 words per minute on a five-minute timing using a five-error cut-off.

*Prerequisites:* Minimum grade of C- in OADM 113.

**OADM-124****Office Math Applications**

1 Credits (30:0:0 hours)

Students apply basic mathematical concepts in business and personal applications. Topics covered in this course include compiling petty cash expenses, preparing a petty cash envelope, calculating expense claims, completing bank reconciliation statements, calculating early payment discounts and differences between gross pay and net pay.

**OALS-110****Legal Office Procedures I**

3 Credits (60:0:0 hours)

This course introduces students to basic theory and procedures needed for working in a legal office. Topics include the role of the legal assistant, telephone techniques, filing techniques and systems, preparation of statements of account, preparation of legal documents and correspondence. In addition, students learn about the importance of confidentiality.

**OALS-111****Word Processing**

3 Credits (60:0:0 hours)

Students attain an intermediate level of proficiency with current word processing software to produce and edit accurate business and legal documents. In addition, students create electronic folders and work with the computer operating system.

**OALS-112****Customer Communications and Service**

3 Credits (30:30:0 hours)

In preparation for success in the changing business world, this course focuses on customer service, basic business correspondence, preparation for meetings, roles and responsibilities in meetings, and job search preparation.

**OALS-115****Corporate Procedures in the Law Office**

3 Credits (60:0:0 hours)

This course is an introduction to the fundamental elements of the law governing corporate procedures. Students learn the procedural law associated with sole proprietorships, partnerships and corporations. As well, students learn the processes to register and maintain the registration of corporations.

**OALS-120****Legal Office Procedures II**

3 Credits (30:30:0 hours)

This course reviews basic theory and procedures for working with court documents. Students explore the fundamentals of family law and litigation and prepare documents and correspondence related to family law and litigation.

*Prerequisites:* Minimum grade of C- in OALS 110.

**OALS-121****Integrated Office Applications**

3 Credits (30:30:0 hours)

Students work at an introductory level in database, presentation, and legal accounting software and to an intermediate level in spreadsheet software. In addition, students are introduced to other word processing software.

*Prerequisites:* OALS 111.

**OALS-123****Legal Research and Technology**

3 Credits (30:30:0 hours)

This course examines the fundamentals of legal research, including a study of primary and secondary research materials. An overview of online and CD ROM resources is included. Students work at an advanced level in word processing software.

*Prerequisites:* OALS 111

**OALS-131****Legal Transcription and Field Placement**

3 Credits (40:0:20 hours)

Students transcribe legal correspondence and documents from dictation. Students are introduced to legal customized software. Students complete a ten-day field placement.

*Prerequisites:* ENGL 111, LEGL 100, OADM 113, OALS 110, OALS 111, OALS 115, LEGL 104, OALS 112, OALS 120, OALS 121, OALS 123, OADM 124.

**OALS-132****Conveyancing Procedures in the Law Office**

3 Credits (30:30:0 hours)

In this course, students learn basic theory and practical procedures of the law governing conveyancing. Students apply the theory and practice to complete both a sale and a purchase of a residential property.

**OAMS-110****Medical Office Procedures I**

3 Credits (60:0:0 hours)

Students explore the changing role of the Medical Office Assistant with an emphasis on communication, telephone techniques, and medical office procedures. Students discuss ethical and professional standards as well as relevant Acts and Legislations. In addition, students study the concept of cultural diversity and practices within a medical environment.

**OAMS-111****Office Technology and Skill Development I**

3 Credits (60:0:0 hours)

Students create and manage electronic files and work with email and Windows. Student attain an intermediate level of competency in word processing and develop skills in formatting documents using current software. In addition, students achieve a minimum typing speed of 35 net words per minute on a five minute timing, using a five error cut off.

**OAMS-112****Customer Communications and Service**

3 Credits (30:30:0 hours)

In preparation for success in the changing business world, this course focuses on customer service, basic business correspondence, preparation for meetings, roles and responsibilities in meetings and job search preparation.

**OAMS-113****Medical Terminology I**

3 Credits (45:0:0 hours)

Students analyze the language and terms used to refer to body systems and the related pathology and medical procedures. Emphasis is placed on spelling and understanding terminology through word building. Students apply knowledge of medical terminology to read and understand medical documentation.

**OAMS-114****Pharmaceutical Terminology**

3 Credits (45:0:0 hours)

This course is an introduction to basic pharmaceutical terminology. Students focus on the pharmaceutical terminology related to their administrative duties as medical office assistants and unit clerks.

**OAMS-120****Medical Office Procedures II**

3 Credits (30:30:0 hours)

This course focuses on appointment scheduling, medical billing using specialized software, and records management. Building on skills developed in Medical Office Procedures I, students practice more advanced medical office procedures. Students also investigate career opportunities in their field.

*Prerequisites:* Minimum grade of C- in OAMS 110.

**OAMS-121****Office Technology and Skill Development II**

3 Credits (30:30:0 hours)

Students work with spreadsheets, databases and other software packages in the preparation of business documentation and presentations. Students attain a minimum speed of 45 wpm on a five-minute timed writing using a five-error cut-off.

*Prerequisites:* Minimum grade of C- in OAMS 111.

**OAMS-123****Medical Terminology II**

3 Credits (45:0:0 hours)

This course provides students with further knowledge of medical terminology and the pathology and medical procedures related to each body system studied. Emphasis is placed on spelling and understanding terminology through word building. Students also apply knowledge of medical terminology to read and understand medical reports.

*Prerequisites:* Minimum grade of C- in OAMS 113.

**OAMS-126****Medical Transcription**

3 Credits (30:30:0 hours)

In this course, students develop the skills and knowledge necessary to accurately transcribe a variety of medical reports from audio. Students incorporate their knowledge of medical and pharmaceutical terminology, medical abbreviations, and punctuation and grammar. Emphasis is placed on development of transcription speed and proofreading skills.

*Prerequisites:* Minimum grade of C- in OAMS 113.

**OAMS-127****Unit Clerk**

2 Credits (15:30:0 hours)

This course prepares students to work as Health Unit Coordinators in a hospital or medical office setting. Students learn to transcribe doctors' orders, coordinate tasks in the nursing unit and support the manager in various administrative tasks.

*Prerequisites:* Minimum grade of C- in OAMS 113.

**OAMS-128****Office Math Applications and Basic Bookkeeping**

2 Credits (30:0:0 hours)

Students apply basic mathematical concepts in business and personal applications. Topics include compiling petty cash expenses, preparing a petty cash envelope, calculating expense claims, completing bank reconciliation statements, calculating early payment discounts and differences between gross pay and net pay. In addition, bookkeeping terminology and its application are covered.

**OAMS-130****Medical Office Procedures III**

3 Credits (30:30:0 hours)

This course focuses on practical experience in preparation for work in a variety of medical office environments. Students learn health and safety regulations, infection control precautions, and first-aid techniques necessary to work in a clinical environment. Students continue to increase proficiency in technology, keyboarding, and transcription skills.

*Prerequisites:* Minimum grade of C- in OAMS 120, OAMS 123 and OAMS 126.

**OAMS-134****Medical Major: Field Placement**

3 Credits (0:0:120 hours)

This course focuses on practical application of the skills required in the operations of medical environments (such as a doctor's office, clinic, hospital, or government medical department) via a three week field placement.

*Prerequisites:* ENGL 111, OAMS 110, OAMS 111, OAMS 113, OAMS 114, OAMS 128, OAMS 112, OAMS 120, OAMS 121, OAMS 123, OAMS 126, OAMS 127

**OCCH-300****Introduction to Occupational Health Nursing**

3 Credits (45:0:0 hours)

Students are introduced to the field of occupational health nursing through examination of basic concepts in this nursing specialty. The history of occupational health is explored with emphasis on defining the occupational health nurse's role in occupational health environments. Roles and functions of the occupational health and safety team are discussed as well as the relationships between its members. Standards and competencies that apply to this field of nursing are addressed and government legislation which influences occupational health programs is examined. Assessment of workers and their work environments is introduced.

**OCCH-301****Occupational Environments**

4 Credits (60:0:0 hours)

Students examine the relationship between workers and their working environment. Students explore the philosophy of identifying, evaluating, and controlling occupational stressors that affect the health of workers. Health hazards produced by physical, chemical, biological, and ergonomic stressors are addressed. Canadian provincial legislative and regulatory requirements concerning the work environment are discussed. As well, basic principles of accident prevention are identified.

**OCCH-302****Occupational Health Screening**

4 Credits (45:0:30 hours)

Students examine current best practices and consolidate their knowledge and skills in Occupational Health Screening. Students perform and interpret results of screening tests including audiometry, spirometry, and vision. Venipuncture skills are addressed. Students are responsible for finding a practicum in consultation with the instructor.

**OCCH-303****Field Visits in Occupational Health**

2 Credits (15:0:60 hours)

This course provides the student with learning experiences in occupational health settings. Individual placements and virtual workplaces allow the student to apply theoretical concepts of occupational health. Combining theory with practice allows the student to apply the nursing process in planning a comprehensive occupational health program for a worker group.

*Prerequisites:* OCCH 300, OCCH 301 and OCCH 302.

**OCCH-304****Occupational Health Program Development**

3 Credits (45:0:0 hours)

Students are provided with the foundational knowledge that enables them to develop and manage occupational health services and programs. The process of assessment, planning, implementing and evaluating programs is addressed. Students examine policy and procedure development within an occupational health program. Business skills required by employers such as business plan preparation, strategic planning, and marketing are examined.

**OCCH-305****Disability Management**

3 Credits (45:0:0 hours)

The occupational health nurse (OHN) student is provided with the foundational knowledge required to develop and manage a comprehensive and effective disability management program. Students examine the basic principles and concepts required to plan, develop, and evaluate programs that are aimed at controlling the economic and human costs of disabilities in the workplace. The focus of this course is on the role of the OHN and the processes for claims management, case management and return to work management. Roles and responsibilities of the disability management team and the collaborative approach are discussed. Injury prevention, education, worker accommodation, absenteeism control, and employee assistance programs are addressed. After completing the course, students have the basic knowledge required to manage injuries and illnesses in the workplace that result in workers' compensation, short term disability, or long term disability claims.

**OCCH-306****Trends and Issues in Occupational Health**

3 Credits (45:0:0 hours)

Students examine current occupational health trends and issues as they relate to the occupational health nurse's role. Professional practice issues such as quality improvement, independent practice and pandemic management are addressed. A number of topics relevant to today's practice, such as substance abuse testing in the workplace, utilization of technology, the impact of worker demographics in the workplace and organizational fitness and wellness are examined. In addition, change management, leadership and ethical decision-making are discussed as they relate to the occupational health nurse's responsibilities in contemporary times.

*Prerequisites:* OCCH 300.

**OCCH-307****Occupational Toxicology**

3 Credits (45:0:0 hours)

Students are introduced to the principles of toxicology as they relate to the working environment. Substances such as pesticides, solvents, metals, gases, and particulates are discussed. The effects of these substances on reproduction and carcinogenesis are addressed. The student is also introduced to the principles of epidemiology.

**OCCH-308****Health Surveillance**

3 Credits (45:0:0 hours)

Students examine occupational health surveillance concepts and the professional, legal and ethical responsibilities of the occupational health nurse in the workplace. Topics include program development for surveillance of workers exposed to physical, chemical, biological, ergonomic and psychosocial health hazards related to occupational illness and injury, as well as emerging disorders. The nurse's role in the provision of primary care, emergency preparedness and disaster planning is examined.

*Prerequisites:* OCCH 301.

**OCCH-309****Field Project in Occupational Health**

2 Credits (15:0:60 hours)

This course provides the student with an opportunity for concentrated nursing practice in an occupational health environment. Knowledge and skills in occupational health nursing is applied and integrated through the completion of a selected field project. The integration of theory and practice emphasizes self-directed learning and prepares the student to provide a comprehensive occupational health service for clients.

*Prerequisites:* OCCH 303, OCCH 304, OCCH 305, OCCH 307 and OCCH 308.

**OOSC-200****School Age Care and Development**

3 Credits (45:0:0 hours)

Students examine the role of the child care professional and the goals and philosophy of school age care programs for children ages 6 to 12. Students learn about the school age child, their developmental characteristics, interests and capabilities. Students apply this knowledge to developing play experiences for the school-age child in a group care setting. Students discover and explore recreational and educational resources in the community. An overview of current legislation, standards and professional qualifications that support quality school age programs is included.

*Prerequisites:* ECDV 155, ECDV 160, ECDV 165, ECDV 170, ECDV 175, ECDV 210, ECDV 201. Non-program students must provide evidence of knowledge/coursework in prog planning, child devel, human relations, and work with school age children in a group setting.

**OOSC-205****Programming and Practices for Building Community in Out-of-School Care**

3 Credits (45:0:0 hours)

Within the socio-cultural context of school age care, students apply the principles of planning for emergent curriculum to their knowledge, respect for, and awareness of the developmental capacities and interests of school-age children. Students plan curriculum and environments that support children's growing independence and skill development in play, recreation and the arts. Students explore the value of building community, leadership, citizenship and agency in positive identity development for school age children. Diversity issues, social inclusion, bullying and peer relationships are also explored.

*Prerequisites:* OOSC 200, ECDV 201.

**ORGA-201****Introduction to Management**

3 Credits (45:0:0 hours)

This course focuses on the nature and structure of work organizations and how people function in these environments. Topics include decision making, planning, organizing, controlling, leadership, organizational design and structure, communication, teams, motivation, conflict, change and strategy. Restricted to Bachelor of Commerce, Asia Pacific Management, and Business Studies minor students.

*Prerequisites:* ECON 102.

**ORGA-214****Negotiation and Conflict in the Workplace**

3 Credits (45:0:0 hours)

Students are introduced to the nature of conflict and to processes of negotiation and dispute resolution in the workplace. They explore a variety of theories and strategies for describing, preparing for and dealing with workplace differences. Topics include alternative approaches to negotiation, conflict management, and the appropriate use of third parties. Students develop and practice their negotiation and dispute resolution skills through extensive use of simulation, role-play with peer observation, and field practice. **Note:** Credit can be obtained in only one of ORGA 214, or ORGA 314.

*Prerequisites:* HRMT 180 and MGMT 122.

**ORGA-233****Organizational Effectiveness and Change**

3 Credits (45:0:0 hours)

Students explore the role of human resources management professionals in facilitating change and developing human capital. Students identify current theories, concepts and processes related to organizational effectiveness, organizational development and change management. Working with case studies, students analyze particular organizational settings and formulate appropriate change and effectiveness strategies. **Note:** Credit may be obtained in only one of ORGA 233 or ORGA 433.

*Prerequisites:* HRMT 160 and MGMT 122.

**ORGA-310****Advanced Leadership Topics and Issues**

3 Credits (45:0:0 hours)

Students examine traditional and contemporary leadership theories and models. High profile leaders in the political, community and business world are analyzed to illustrate contemporary issues and approaches. Key leadership concepts are applied in a case analysis format, and students develop a personal leadership plan.

*Prerequisites:* ORGA 201, BUSN 201.

**ORGA-314****Managing Negotiation**

3 Credits (45:0:0 hours)

Students explore theoretical concepts that support practical training in the key competencies required for negotiating in day-to-day situations. Students demonstrate and apply negotiating skills and concepts in field research situations. Topics include negotiating strategies, opening negotiating tactics, making concessions, closing negotiating tactics, managing conflict, and ethical considerations when negotiating.

*Prerequisites:* ORGA 201.

**ORGA-316****Contemporary Organizational Behaviour and Theory**

3 Credits (45:0:0 hours)

Students apply contemporary organizational behaviour concepts and organizational theory to study topics in private, public, and non-profit organizations. The topics include organizational governance, changing nature of work, managing diversity, organizational design, managing and developing organizational culture. Students study organizational structures and explore how an individual's behaviour in an organization impacts the organization's ability to achieve its objectives.

*Prerequisites:* ORGA 201, BUSN 201

**ORGA-320****Sensemaking in Organizations**

3 Credits (45:0:0 hours)

Sensemaking constitutes a fundamental human process informing decision making and organizing in business. This course is about learning the language of sensemaking, its theoretical perspectives and its application with respect to organizing in a business environment. Students learn contemporary organizational sensemaking approaches, examine the nature of sensemaking as it is used to improve management practice and analyze how individual and group sensemaking influences the social construction of assumptions, identity, problem definition, decision making, and action. Sensemaking is introduced to students as a valuable and learned managerial skill set understood best through guided experiential practice and related directly to several areas of business activity including: managerial practice, leadership, strategy, and organizational behaviour.

**ORGA-330****Managerial Skill Development**

3 Credits (45:0:0 hours)

Students explore theoretical concepts that support practical training in the key competencies required for managerial success. Student demonstration and application of managerial skills and concepts in field research situations are important components of this course.

*Prerequisites:* ORGA 201 or MGMT 121 and MGMT 122.

**ORGA-410****Business Consulting**

3 Credits (45:0:0 hours)

Students focus on the consulting process, issue and problem diagnosis, consulting approaches and styles, client-consultant relationships, management of change, and professional codes of conduct and ethics. Consultancy is discussed in the context of both internal and external organizational roles and as a career choice. Students work in a team to integrate consulting concepts with knowledge and skills acquired in other Bachelor of Commerce courses and apply them to practical consulting projects.

*Prerequisites:* ORGA 316.

**ORGA-412****Intrapreneurship, Innovation and Creative Problem Solving**

3 Credits (45:0:0 hours)

Students analyze and discuss theories, principles, concepts and practices of entrepreneurship within organizations intrapreneurship. Students research and analyze current trends, organizational challenges to innovation, creativity, and opportunities in developing intrapreneurship in organizations. Students also analyze the theories, nature, and dynamics of implementing change in organizational culture and the impact of an organization's adoption of an intrapreneurship strategy.

*Prerequisites:* ORGA 201 and BUSN 201.

**ORGA-414****Introduction to Public Affairs - Government and Regulatory Issues**

3 Credits (45:0:0 hours)

In this course, students focus on government and regulatory processes impacting the non-profit and public sectors. Students study the public policy development process and the role of non-profit organizations in shaping public policy and regulation. The impact of public policy and regulation on organizations is discussed in context of the regulatory and reporting requirements imposed by governments on organizations in the non-profit and charitable sector.

*Prerequisites:* LENP 300 or BUSN 201.

**ORGA-416****Knowledge Management and Organizational Learning**

3 Credits (45:0:0 hours)

Students analyze how organizations manage their knowledge to create a competitive advantage. Concepts, theories, systems and practices related to knowledge management and to organizational learning are discussed and analyzed in the context of the current environment. Students work in teams with a field case study of a particular organization and make recommendations to either design a new system or improve the existing system to align with corporate strategy.

*Prerequisites:* ORGA 316.

**ORGA-422****Contemporary Issues in Management**

3 Credits (45:0:0 hours)

Students analyze and explore current complex social, technological, or legal issues in management; they explore the potential responses firms and other institutions have to issues in management. Students integrate and apply concepts, philosophies, and methods learned throughout the program to understand, analyze and render appropriate strategic and ethical judgments concerning the general management of organizations in today's global context.

*Prerequisites:* ORGA 316.

**ORGA-433****Managing Change**

3 Credits (45:0:0 hours)

Students study the conceptual frameworks of organizational development and change. The dynamics of change, implementation considerations, and understanding and managing resistance to change are analyzed. Students apply theory to case studies and develop tools to lead and navigate change situations.

*Prerequisites:* ORGA 316.

**ORGA-498****Independent Studies in Management**

3 Credits (0:0:45 hours)

In consultation with, and supervised by, a member of the department or an approved professional in the community, a senior student undertakes advanced scholarly work related to the field of management. The faculty member guides the student in designing and undertaking this work, using appropriate assumptions and methods to arrive at warranted conclusions and outcomes that will advance management knowledge or practice. *Prerequisites:* Consent of the course instructor and the chair.

**PACT-101****Principles of Physical Activity**

3 Credits (15:0:30 hours)

This course is an exploration of the principles and concepts that underlie movement of individuals and groups in a variety of settings. The focus of the course is on the development of a conceptual understanding of movement, therefore, a wide range of activities and their contexts are examined and experienced.

**PACT-110****Instruction of Aquatics**

3 Credits (0:45:0 hours)

In this course students will acquire theoretical knowledge and personal skills used in the instruction of the basics of Aquatics. *Prerequisites:* One of Red Cross Level 8, RLSS Level 6; YMCA Star 4, or the ability to swim front crawl and back crawl efficiently.

**PACT-111****Instruction of Basketball**

3 Credits (0:45:0 hours)

In this course students will acquire theoretical knowledge and personal skills used in the instruction of the basics of basketball.

**PACT-114****Introduction to Ice Hockey**

1.5 Credits (15:30:0 hours)

This course is designed to provide students with the opportunity to acquire and/or improve upon the fundamental skills requisite to proficiency as an ice hockey player. **Note:** Credit can only be obtained in one of PACT 114 or PHSD 114.

**PACT-118****Instruction of Soccer**

3 Credits (0:45:0 hours)

In this course students will acquire theoretical knowledge and personal skills used in the instruction of the basics of soccer.

**PACT-131****Instruction of Badminton**

3 Credits (0:45:0 hours)

In this course students will acquire theoretical knowledge and personal skills used in the instruction of the basics of badminton. Students must supply their own racquets and shuttlecocks.

**PACT-133****Instruction of Squash**

3 Credits (0:45:0 hours)

In this course students acquire theoretical knowledge and personal skills used in the instruction of the basics of squash.

**PACT-137****Instruction of Volleyball**

3 Credits (0:45:0 hours)

In this course students will acquire theoretical knowledge and personal skills used in the instruction of the basics of volleyball.



**PACT-145****Golf**

1.5 Credits (0:45:0 hours)

In this course, students acquire theoretical knowledge and personal skill in driving, chipping, pitching and putting. This course requires the payment of additional fees. Students must provide their own equipment. **Note:** Students who have obtained credit for PHSD 145 cannot take PACT 145 for credit.

**PACT-155****Instruction of Social Dance**

3 Credits (0:45:0 hours)

This course involves the acquisition of theoretical knowledge and personal skill used in the instruction of the basics of social dance. Emphasis is placed on the acquisition of the basic movement and style of each dance, step variations and sequences, and how to teach them.

**PACT-156****Instruction of Yoga**

3 Credits (0:45:0 hours)

In this course students acquire theoretical knowledge and personal skills used in the instruction of the basics of yoga. Students will be introduced to several different yoga forms with an emphasis on Hatha and Asthanga (power) yoga.

**PACT-180****Instruction of Canoe/Kayaking**

3 Credits (0:45:0 hours)

In this course students will acquire theoretical knowledge and personal skill used in the instruction of strokes, maneuvers, and rescue. Equipment is available from the Sport and Wellness Centre. This course requires some weekend commitments. *Prerequisites:* Red Cross Aquaquest Level 8 or RLSS Lifesaving II or YMCA Level 3 or the ability to swim front crawl and back crawl efficiently.

**PACT-181****Cross Country Skiing**

1.5 Credits (0:45:0 hours)

In this course, students acquire theoretical knowledge and personal skill in the basic Nordic ski skills including classic, skating, and hill manoeuvres. The course will include weekend touring and loppett racing opportunities. Equipment is available but participants are encouraged to provide their own. **Note:** Credit can only be obtained in only one of PACT 181 or PHSD 181.

**PACT-195****Introduction to Scuba**

1.5 Credits (0:45:0 hours)

This course provides students with the opportunity to acquire the theoretical knowledge and fundamental skills required in Scuba. **Note:** Credit can only be obtained in one of PACT 195 or PHSD 195. Students must be able to swim 200 meters and tread water for 10 minutes.

**PACT-196****Instruction of Triathlon**

3 Credits (0:45:0 hours)

This course involves the acquisition of theoretical knowledge and personal skill used in the instruction of the basics of triathlon. This includes an introduction to swimming, cycling and running.

**PACT-199****Strength Training Instruction**

3 Credits (0:45:0 hours)

In this course students will acquire theoretical knowledge and personal skills used in the instruction of the theory and practical basis of strength training. Emphasis is placed on the student's ability to perform and teach common lifting techniques along with program design using free weight and resistance training apparatus.

**PBNS-401****Foundations of Perioperative Nursing Practice**

2 Credits (30:0:0 hours)

Theory and practice governing perioperative nursing as set out by the Canadian Nurses Association (CNA) and the Operating Room Nurses Association of Canada (ORNAC) provide the foundation for the examination of the fundamental concepts of perioperative nursing in this course. The various roles of the perioperative Registered Nurse and the surgical team are explored. The patient as a unique individual is examined in relation to the perioperative experience.

**PBNS-402****Concepts of Anesthesia Within Perioperative Nursing**

2 Credits (30:0:0 hours)

Principles of safe practice when assisting with anaesthesia and associated pharmacology are examined. Physiologic maintenance and monitoring are explored as well as management of perioperative complications.

**PBNS-403****Perioperative Nursing in the Preoperative, Intraoperative, and Postoperative Environment**

4 Credits (60:0:0 hours)

Care of the patient in the preoperative, intraoperative, and postoperative phases of surgery are examined in detail. Topics include: preparing a safe surgical environment; surgical instrumentation and equipment; surgical asepsis and sterile techniques; preoperative, intraoperative, and postoperative patient care; the roles of the scrub and circulating nurse; and surgical site management.

*Prerequisites:* PBNS 402. May also be taken as a co-requisite.

**PBNS-404****Fundamentals of Perioperative Techniques**

2 Credits (0:60:0 hours)

In a laboratory setting, students integrate theory and concepts of perioperative nursing to execute the principles and techniques essential in the scrub and circulating nursing roles. Students develop the confidence and competence in knowledge and skills required to function in the perioperative preceptorship.

*Prerequisites:* PBNS 403.

**PBNS-405****Perioperative Clinical Preceptorship**

8 Credits (12:0:420 hours)

Under the supervision of a Registered Nurse preceptor, the student provides direct patient care in the perioperative setting. Students are exposed to a variety of surgical experiences and scrub and circulate on surgical procedures within general surgery, gynaecology and orthopaedics. Students gain experience and confidence to function independently providing safe and effective patient care. Techniques for effective nursing leadership within the operating theatre are integrated. The importance of evidence-based practice and use of research in the perioperative setting are emphasized.

*Prerequisites:* PBNS 404.

**PBNS-465****Pathophysiology of Cardiac Disorders**

3 Credits (45:0:0 hours)

Students acquire specific knowledge related to the anatomy, physiology, and pathophysiology of cardiac disorders. Health promotion, disease prevention, epidemiology, etiology, risk factors, and sequelae are examined. Atherosclerosis, acute coronary syndrome, angina, heart failure, metabolic syndrome, valve dysfunction, cardiomyopathies, vascular disease, and congenital abnormalities are examined as they apply to individuals, families, communities, and populations.

**PBNS-466****Focused Assessment of Cardiac Function**

3 Credits (45:0:0 hours)

Students develop the skills necessary to assess the patient with cardiac disease. History and physical examination, along with laboratory assessment and diagnostics are examined in depth. Students apply theory to understand physical assessment findings as related to the pathophysiology. Introductory rhythm analysis and 12-lead electrocardiography along with indications and appropriate nursing interventions for specific diagnostic procedures are examined. Specific diagnostic procedures such as angiography, stress test, Holter monitoring, MUGA scans, echocardiography (transthoracic and transesophageal), and electrophysiology studies are distinguished.

**PBNS-467****Management of Cardiac Disorders**

3 Credits (45:0:0 hours)

The focus of the course is the patient journey from acute episodes to chronic conditions including rehabilitation and palliation. Students analyze medical, nursing and pharmacological management of the patient with cardiac disease. Principles of pharmacology related to common cardiac medications are applied through case studies. Communication and interprofessional collaboration that promote effective patient teaching and thus optimize care of the individual, families, and groups are emphasized. Case studies are utilized to discuss legal and ethical issues related to cardiac care.

*Prerequisites:* PBNS 465 and PBNS 466.

**PBNS-468****Care of the Cardiac Surgical Patient**

4 Credits (60:0:0 hours)

Students investigate cardiac surgical techniques such as coronary artery bypass grafting, valvular surgery, transplantation, and correction of congenital defects. Pre-operative assessment, intra-operative techniques, post-operative care and rehabilitation are examined. Patient teaching and legal/ethical aspects of cardiac care are applied through case scenarios. The student must be a registered nurse to participate in this course

*Prerequisites:* PBNS 465 and PBNS 466.

**PBNS-469****Advanced Management of Cardiac Disorders**

4 Credits (60:0:0 hours)

Students build upon the foundational knowledge of cardiac sciences to explore advanced nursing concepts related to rhythm analysis, 12-lead electrocardiography, and pacemaker techniques. Sensitivity to cultural diversity, religious beliefs and spirituality are discussed and integrated into the care of the cardiac population. Current trends in research are discussed. The student must be a registered nurse to participate in this course.

*Prerequisites:* PBNS 467.

**PEDES-100****Structural Anatomy**

3 Credits (45:26:0 hours)

Students are introduced to the study of human anatomy. Students learn structural and functional components of selected systems of the human body. Restriction: Physical Education students.

**PEDES-101****Introduction to Human Physiology**

3 Credits (45:4:0 hours)

This course provides an introduction to human physiology from the cellular to systemic level with special emphasis on systems that adapt to exercise stress. *Prerequisites:* Biology 30.

**PEDES-103****Introduction to Integrative Human Physiology**

3 Credits (45:4:0 hours)

This course focuses on the regulation, control and integration of cellular functions in the human body with special emphasis on systems that respond to exercise stress.

*Prerequisites:* Minimum grade of C- in PEDS 101.

**PEDES-200****Physiology of Exercise**

3 Credits (45:22:0 hours)

An introduction to physiological adaptations to stress of exercise and training.

*Prerequisites:* Minimum grade of C- in PEDS 101.

**PEDES-201****Applied Ethics in Physical Education and Sport**

3 Credits (30:0:15 hours)

This course provides students with a philosophical examination of ethical questions in the professional practice of physical education and sports studies.

*Prerequisites:* Minimum grade of C- in both PERL 104 and PERL 204

**PEDES-203****Skill Acquisition and Performance**

3 Credits (45:0:0 hours)

The course presents a psychological approach to understanding human motor behaviour. The course examines the processes involved in learning motor skills and controlling movement and the factors that influence acquisition and performance. Restricted to Physical Education students.

**PEDES-205****Introduction to Outdoor Environmental Education**

3 Credits (15:45:0 hours)

This course provides a conceptual and experiential introduction to outdoor environmental education, wilderness travel and outdoor leadership with particular emphasis on the Alberta and Canadian context.

**PEDS-206****Qualitative Biomechanics**

3 Credits (45:12:0 hours)

This course focuses on the methods to perform qualitative biomechanical analyses of human movement. These analyses involve the application of appropriate mechanical principles and the relationships between these principles. **Note:** Restricted to Physical Education students.

*Prerequisites:* Minimum grade of C- in PACT 101, PEDS 294 or PEDS 100.

**PEDS-240****Introduction to Sports Injuries**

3 Credits (45:24:0 hours)

Analysis of practical and theoretical concepts of sports injury. Includes an overview of sports medicine, care and prevention of injuries and safety in athletics and physical education.

*Prerequisites:* Minimum grade of C- in PEDS 100.

**PEDS-245****Introduction to Coaching**

3 Credits (45:0:0 hours)

This course examines the principles of coaching as they relate to the development of the athlete, the role of the coach, and the organization of sport in contemporary society. This course presents basic coaching theory that is applicable to a variety of sport settings with the focus on the practice and the season. Upon successful completion of the course, students will complete their Introduction to Competition and Part A and B Multi Sport Theory certification with the National Coaching Certification Program (NCCP). Additional fees for NCCP are required.

**PEDS-246****Coaching Practicum I**

3 Credits (0:0:100 hours)

The purpose of this course is to provide the student with a practical coaching experience under the guidance of a head coach. It is intended to introduce the student to the demands of coaching. Students are required to coach for a complete season as an Assistant Coach in a program approved by the student's coaching mentor. **Note:** At least 100 hours of outside classroom time is required.

*Prerequisites:* Minimum grade of C- in PEDS 245.

**PEDS-293****Introduction to the Movement Activities of Children**

3 Credits (0:0:45 hours)

This course is a study of developmentally appropriate movement activities for children. Students participate and work with children in a variety of physical activities in recreational, educational and sport environments.

**PEDS-294****A Conceptual Approach to Physical Activity**

3 Credits (30:0:15 hours)

This course is an exploration of the principles and concepts that underlie movement of individuals and groups in a variety of settings. The focus of the course is on the development of a conceptual understanding of movement; therefore, a wide range of activities and their contexts will be examined and experienced. Restriction: BPE and BED (Physical Education majors/minors) only.

**PEDS-307****Growth and Development**

3 Credits (30:15:0 hours)

This course focuses on the study of concepts and principles appropriate to learning, to physical growth and development, and to skill acquisition in a variety of sport activities. Attention is given to information that recognizes the sequential changes in physical growth and motor development with an emphasis on individual differences.

**PEDS-391****Scientific Basis of Human Movement**

3 Credits (45:0:0 hours)

This is a lecture course with an emphasis on introductory knowledge and practical implications of the structural and functional characteristics and capabilities of the human body with respect to movement. *Prerequisites:* Biology 30.

**PERL-104****Introduction to Sociocultural Aspects of Sport and Leisure**

3 Credits (45:0:0 hours)

The study of play, physical education, recreation, sport and leisure as institutionalized ways in which society organizes and teaches attitudes and skills. Provides an introduction to the importance of sociocultural inquiry and the notion of being critical as an empowering process. Restricted to Physical Education students.

**PERL-105****Introduction to the Administration of Sport and Physical Education Programs**

3 Credits (45:13:0 hours)

This course provides students with the basic skills required to successfully administer a sport and/or recreation program. Restricted to Physical Education students. **Note:** Credit can only be obtained in one of PERL 105 or PEDS 105.

**PERL-204****Leisure and Sport in Canadian Society: Historical Perspective**

3 Credits (45:0:0 hours)

An examination of the significant changes which have occurred in leisure and sport, specifically over the last century and with particular reference to Canadian society. Restricted to Physical Education students.

*Prerequisites:* Minimum grade of C- in PERL 104 or consent of the department.

**PERL-207****Physical Activity and Leisure for Special Populations**

3 Credits (45:18:10 hours)

Students are introduced to the theory and practice of physical education and recreation for people with disabling conditions or special needs. Students study selected disabilities and the implications of these disabilities for participation in sport, physical activity and leisure. Students are required to commit a minimum of ten hours of service in a local program for persons with disabilities.

*Prerequisites:* Minimum grade of C- in PEDS 100.

**PERL-300****Cross-Cultural Wellness**

3 Credits (15:40:0 hours)

This course examines concepts of wellness from a variety of cultural perspectives and includes a cross cultural experience in a developing country. An analysis of personal wellness priorities will be followed by examination of the concepts and priorities of wellness found locally in diverse cultures. While abroad the students will be working on a service learning project, observing wellness priorities and interacting with the local community.

*Prerequisites:* Minimum grade of C- in HEED 110 or PERL 104 or consent of the department.

**PESS-195****Spectrum of Dance in Society**

3 Credits (22.5:48:0 hours)

This course explores the theory and practice of dance as a human physical activity. Focus is on the aesthetic, expressive, and rhythmical dimensions of movement in a culture's artistic and social life. The course includes movement content, techniques, improvisation, composition and performance in a variety of dance forms including modern/creative, social, jazz and folk dance. Restricted to Physical Education students.

**PGCT-331****Setting Up a Golf Operation and CPGA By-Laws**

2 Credits (30:0:0 hours)

This course focuses on developing a business plan, the first step in establishing a successful golf operation. Management considerations such as budgeting and accounting, legal concerns, banking, overhead, establishing a power car fleet and contractual arrangements are addressed. This course also reviews the rules, regulations and by-laws of the Canadian Professional Golfers' Association (CPGA).

**PGCT-341****Golf Course Design**

3 Credits (45:0:0 hours)

This course examines principles of golf course design, architecture and construction. Various golf courses are featured to illustrate these principles. Special requirements for courses in northern climates are also covered.

**PGCT-351****Golf Equipment Repair**

1 Credits (15:0:0 hours)

This course provides practical experience in the most common golf club repair techniques. Students conduct actual repairs under the supervision of the instructor.

**PGCT-352****Club Fitting**

1 Credits (15:0:0 hours)

This course explores the theory of golf club fitting and how the components of a golf club relate to one another, the flight of the golf ball and to the physical characteristics of the person swinging it. Also included is practical experience conducting golf club fitting under the supervision of the instructor.

**PGCT-353****First Aid**

1 Credits (15:0:0 hours)

This course provides students with the basic skills and knowledge to deal with injuries and emergency situations and to be able to develop an emergency action plan for their facility. Upon completion of the course, students are certified in Basic First Aid, CPR and use of an Automated External Defibrillator (AED).

**PGCT-361****Player Development**

3 Credits (45:0:0 hours)

This course provides each student with the experience of taking and observing golf lessons. The students develop skills to improve their golf swing technique, short game, pre-shot routine and course management strategy, and preparation for competitive golf events.

**PGCT-363****Instructional Skills Seminar**

2 Credits (0:0:30 hours)

Students learn and practice a methodology to help them plan, develop and deliver effective presentations to a variety of audiences. Students present to the class and give and receive feedback on their work.

**PGCT-371****Professional Golf Practicum**

2 Credits (0:0:800 hours)

Practicum is an integral part of the program that balances on-the-job training and experience with completed coursework. Reporting to a senior manager, this practicum involves working full-time as a paid staff member in a golf operation.

**PGMT-111****Golf As a Profession**

1 Credits (15:0:0 hours)

This course provides an opportunity for people who wish to pursue golf industry-related careers as a profession to examine their personal suitability as well as career development strategies. Various aspects of the golf industry, including the history of golf and an introduction to the Canadian Professional Golfers' Association (CPGA), are also examined in this course.

**PGMT-115****Introduction to Golf Management**

3 Credits (45:0:0 hours)

This course provides an introduction to the game of golf and career opportunities in the golf industry. Various aspects of the golf industry, including the PGA of Canada and the Royal Canadian Golf Association, the history and development of the game of golf, the business of golf and the significant people and events that have shaped the game are examined. Key elements of resume and employment interview preparation are covered. In addition, the course includes a comprehensive examination of the rules of golf as presented by the Royal Canadian Golf Association Rule Book. Handicapping and the course rating system are covered.

**PGMT-120****Backshop and Practice Facility Operations**

3 Credits (37:8:0 hours)

The Backshop operations of a golf facility are covered in this course, including management of the backshop (staffing, training, supervising, and budgeting), equipment storage, maintenance, and repair and cleaning. This course also provides a comprehensive examination of how to manage a golf car fleet. A comprehensive examination of practice facility operations, as part of a golf facility and as a standalone business are covered. An overview of golf equipment, design, performance, repair and fitting is also included in the course.

*Prerequisites:* PGMT 115.

**PGMT-121****Rules of Golf**

2 Credits (30:0:0 hours)

This course involves a comprehensive examination of the rules of golf as presented by the Royal Canadian Golf Association Rule Book. Use of the RCGA decisions book, as well as the handicapping and course rating system, are also covered.

**PGMT-125****Facility Management**

3 Credits (45:0:0 hours)

This course provides students with a comprehensive overview of the operation and management of leisure facilities. Some of these facilities feature golf as the single most important activity and some are multi-use facilities. Because leisure facilities are often board-governed, this course explores various aspects of the structure, roles and administration processes that characterise board-governed, non-profit organizations with a focus on working effectively, from a senior management perspective, with boards and committees.

**PGMT-151****Backshop and Practice Facility Operations**

1 Credits (15:0:0 hours)

Backshop operations are covered in this course, including management of the backshop (staffing, training, supervising and budgeting), equipment storage, maintenance, repair and cleaning. Loading and unloading procedures, safe operation and cleaning of golf cars are reviewed. A comprehensive examination of practice facility operations, as part of a golf facility and as a standalone business, is covered. Topics include management considerations, design features and equipment.

**PGMT-171****Professional Golf Management Practicum**

3 Credits (0:0:640 hours)

This practicum is an integral part of the program that balances on the job training and experience with course work. Reporting to a senior manager, students work full time as a paid staff member in the golf industry.

**PGMT-211****History and Current Practice of Golf**

2 Credits (0:0:30 hours)

This course is designed to develop the students' knowledge of golf as well as their skills gathering, organizing and presenting information. Students learn the history and development of the game of golf, the business of golf and the significant players and instructors who have shaped the game.

**PGMT-215****Golf Operations**

3 Credits (45:0:0 hours)

This course examines a number of key aspects of managing a golf operation including the effective design and management of golf tournaments, programs and leagues, the role of various booking systems as a means of managing the inventory of tee times, and the role of the starter and course marshal. Also included in the course is an overview of the various aspects of golf course maintenance.

*Prerequisites or Co-requisites:* PGMT 115.

**PGMT-225****Food and Beverage Operations**

3 Credits (45:0:0 hours)

This course provides an overview of food and beverage operations in golf facilities and examines the management requirements for their successful operation. Students examine the roles of the manager of a food and beverage operation including product knowledge, risk management, control systems, menu development, service levels, product quality, policies and procedures, labour and supply costs, food service equipment, safe food handling practices and alcoholic beverage service, food and beverage purchasing, and marketing of food and beverage services.

*Prerequisites:* PGMT 125.

**PGMT-230****Dynamics of the Golf Swing**

3 Credits (45:0:0 hours)

Students learn both theoretical and practical knowledge relating to the golf swing. The course focuses on the anatomical and physiological concepts associated with the golf swing, biomechanical principles necessary to move the golf ball towards its target and physical conditioning requirements for golfers.

**PGMT-235****Player Development**

3 Credits (45:0:0 hours)

Students participate in and observe golf lessons. Students develop skills to improve their golf swing technique, short game, pre-shot routine, sports psychological skills, course management strategy, and preparation for competitive events.

**PGMT-251****Booking Systems, Programs and Leagues**

1 Credits (15:0:0 hours)

This course examines the role and implementation of various booking systems as a means of managing the inventory of tee times within a golf operation. The role of the starter and the course marshal and how to establish and implement special programs, leagues and events are also covered.

**PGMT-252****Tournament Organization**

1 Credits (15:0:0 hours)

In this course, students examine the effective design and management of golf tournaments. The skill set acquired in this course is transferable to the design and management of major events in other sports and the hospitality industry.

**PGMT-253****Golf Equipment and Golf Car Fleet Management**

2 Credits (30:0:0 hours)

This course provides an overview of golf equipment, both hard and soft goods, with an emphasis on how to purchase inventory for the golf shop. Enhancing customer satisfaction and achieving profitability are addressed. This course also provides a comprehensive examination of how to manage a golf car fleet. Topics include building an inventory, golf car maintenance and repair, as well as management considerations for achieving cost-effectiveness and customer service.

**PGMT-271****Professional Golf Management Practicum II**

2 Credits (0:0:800 hours)

Practicum is an integral part of the program that balances on-the-job training and experience with completed coursework. Reporting to a senior manager, this practicum involves working full-time as a paid staff member in a golf operation.

*Prerequisites:* PGMT 171.

**PHIL-101****Values and Society**

3 Credits (45:0:0 hours)

This course provides an introduction to philosophy through a study of issues in ethics and social-political philosophy. Topics may include relativism, justice, rights, obligation, utilitarianism, deontology and social contract theory. Contemporary issues in ethics and politics may also be discussed.

**PHIL-102****Knowledge and Reality**

3 Credits (45:0:0 hours)

This course provides an introduction to philosophy through a study of issues in metaphysics and epistemology. Topics may include appearance and reality, the nature of knowledge, minds and bodies, personal identity, death and immortality, free will, the nature of God, perception, causation and, space and time.

**PHIL-103****Asian Philosophies**

3 Credits (45:0:0 hours)

This course provides an introduction to and survey of Eastern and Asian Philosophies. The course investigates philosophical traditions, including important schools and figures, from the histories of India, China and Japan. This includes a consideration of the Hindu or Brahmanical philosophies of the Vedas and Upanishads, Jainism, Buddhism (including Indian, Chinese and Japanese developments), Confucianism, and Taoism. Topics include the nature of reality, the nature of suffering and desire, the nature of a good life and good government, enlightenment, moral virtues, sageliness, views of Nature, and Eastern conceptions of the self.

**PHIL-125****Analytical Reasoning**

3 Credits (45:0:0 hours)

In this course, students use elementary methods and principles for analyzing reasoning as it occurs in everyday contexts. Topics may include informal fallacies, introduction to scientific method, elementary statistical reasoning, elementary sentential logic, as well as the study of argument in contemporary debates about issues of social concern.

**PHIL-200****Metaphysics**

3 Credits (45:0:0 hours)

Metaphysics is in the area of philosophy that raises and responds to fundamental questions concerning the nature and structure of reality. In this course, students develop an understanding of metaphysical questions and their significance, as well as critically examine the ways philosophers address these questions and the metaphysical issues associated with them. Topics of study may include appearance and reality, the mind-body problem, metaphysical idealism and realism, freedom and determinism, personal identity, time and space, and universals and particulars.

**PHIL-201****Buddhist Philosophy**

3 Credits (45:0:0 hours)

This course carries out a sustained investigation of Buddhist philosophy. This investigation considers the historical development of Buddhist philosophical thought, beginning with its origin, development, and expansion in India, through its movement into China and then into Japan. The course considers, with the aim of coming to a philosophical understanding, issues such as Buddhist conceptions of suffering, enlightenment, reality, rationality, self, mind, consciousness, meditation and the ethics of compassion. Comparisons with key philosophers and developments in the history of Western philosophy are also discussed. Particular attention is given to philosophies in the Mahayana Buddhist tradition.

**PHIL-202****Philosophies of China and Japan**

3 Credits (45:0:0 hours)

This course carries out an investigation of the philosophies of China and Japan, and focuses on Confucianism, Taoism, and Chinese and Japanese Buddhism. This involves, primarily, a consideration of historical movements, figures and schools, although some contemporary figures may also be included. The discussion of Confucianism centers on Confucian Social and Moral Philosophy and issues such as the nature of a good life and good government, sageliness, and Confucian moral virtues. The discussion of Taoism centers on Taoist Metaphysics and issues such as the nature and meaning of the Tao, the principle of wu-wei or no-action, and the Taoist understanding of a life lived in accordance with Nature. The discussion of Chinese and Japanese Buddhism focuses on Ch'an or Zen Buddhism (these are, respectively, Chinese and Japanese analogues) but Hua Yen or Kegon Buddhism, and Tien Tai or Nichiren Buddhism may be considered. Issues here center on the Buddhist Philosophy of Mind, and include the nature of enlightenment, self and rationality.

**PHIL-205****Philosophy of Mind**

3 Credits (45:0:0 hours)

This course examines basic questions concerning the nature of mind, theories that try to explain the relation of mind and brain, and the issues that these theories raise. The topics of discussion may include Cartesian Dualism, materialism, behaviourism, identity theory, functionalism, qualia, intentionality, artificial intelligence, self and consciousness.

**PHIL-210****Symbolic Logic**

3 Credits (45:0:0 hours)

An introduction to modern symbolic logic, including the basic concepts of justification, argument, deduction, validity and soundness, translation of ordinary language into symbolic form, using sentential and predicate designators, carrying out truth functional analyses for validity and invalidity, using rules of inference and equivalence to prove validity of arguments, using methods of conditional and indirect proof in sentential and quantified forms.

**Note:** Credit can only be obtained in one of PHIL 210 or PHIL 120.

**PHIL-215****Epistemology**

3 Credits (45:0:0 hours)

This course is a study of such central topics in the theory of knowledge as truth and rationality, scepticism and the limits of knowledge, relativism and the objectivity of knowledge, the role of perception, memory and reason as sources of knowledge.

**PHIL-220****Symbolic Logic II**

3 Credits (45:0:0 hours)

This course is an intensive study of predicate logic with identity. Topics include translation of ordinary language into symbolic form, semantics, tree tests for consistency and validity, derivations in natural deduction systems, mathematical induction, and soundness and completeness. Topics may also include theories of definite descriptions, elementary modal logic, and formal axiomatic systems.  
*Prerequisites:* Minimum grade of C- in PHIL 210 or equivalent.

**PHIL-230****Ancient Western Philosophy**

3 Credits (45:0:0 hours)

This course provides a survey of ancient philosophy from the Presocratics to the Neoplatonists. Particular emphasis is placed on the works of Plato and Aristotle.

**PHIL-240****Descartes to Kant**

3 Credits (45:0:0 hours)

This course provides an examination of the history of modern philosophy through a close reading of some of the major rationalist, empiricist, and transcendental idealist contributors of the period such as Descartes, Leibniz, Locke, Berkeley, Hume and Kant.

**PHIL-247****Continental Philosophy: Heidegger to Foucault**

3 Credits (45:0:0 hours)

This course provides an introduction to twentieth century continental European philosophy through a close reading of some of the century's major philosophical contributors such as Husserl, Heidegger, Levinas, Derrida, Foucault and Badiou. Specific topics may include: phenomenology, hermeneutics, deconstruction, post-structuralism, and materialist dialectics.

**PHIL-250****Ethics**

3 Credits (45:0:0 hours)

This course involves an examination of fundamental questions and theoretical answers in the philosophical discipline of ethics. Through a detailed study of important and influential texts in the philosophy of ethics, students develop the ability to understand and critically assess various philosophical systems of thought concerning moral judgements and ethical obligations.

**PHIL-265****Philosophy of Science**

3 Credits (45:0:0 hours)

This course introduces central issues in contemporary philosophy of science. Topics may include theory evaluation, paradigm shifts and theory change, laws of nature, causation and explanation, the rationality of science and its social and historical setting.

**PHIL-270****Social and Political Philosophy**

3 Credits (45:0:0 hours)

This course provides an introduction to social and political philosophy. The course poses the following questions: what is the nature of politics; what is the state; what is civil society; what (if any) are citizens' political obligations and rights? Readings are drawn from canonic philosophers such as Plato, Aristotle, Aquinas, Machiavelli, Hobbes, Spinoza, Rousseau, Hegel and Marx.

**PHIL-280****Aesthetics**

3 Credits (45:0:0 hours)

This course is an introduction to the theories of art, aesthetic experience, aesthetic judgement, and the role of art in society.

**PHIL-291****Existentialism**

3 Credits (45:0:0 hours)

This course is an introduction to the background and main themes of existentialist philosophy. Consideration is given to philosophical and literary ideas stemming from Kierkegaard, Nietzsche, Sartre, Heidegger and others in the areas of religion, theatre, literature, psychology and education.

**PHIL-301****Comparative Philosophy**

3 Credits (45:0:0 hours)

This course examines issues from the areas of metaphysics, epistemology, ethics and social and political philosophy through a study of texts and thinkers in classical and modern Western traditions and classical and modern non-Western, particularly Asian, traditions.

**PHIL-305****Philosophy of Psychology**

3 Credits (45:0:0 hours)

This course examines the philosophical foundations of psychology, with particular attention to philosophical issues concerning the nature of mind, self, and psychological explanation. Topics may include Subjectivity, Personal Identity, Rationality and Delusion, Private Language, Consciousness, Qualia, Intentionality, Weakness of Will, Freedom of Will, and Artificial intelligence.

*Prerequisites:* Minimum grade of C- in 3 credits of 200-level philosophy courses.

**PHIL-325****Risk, Choice and Rationality**

3 Credits (45:0:0 hours)

This course is a study of the formal theory of rationality, including probability, induction, and elementary decision theory. Rational theories regarding an agent's choice, both individually and in a group, under ignorance or under risk, and when acting competitively or cooperatively, are examined in detail.

**PHIL-330****Plato**

3 Credits (45:0:0 hours)

With a view to both theoretical and moral issues, this course engages in a focused study of Plato and his philosophy. Students will engage in close readings of some of Plato's writings and will evaluate secondary literature on Plato. Some consideration may also be given to Academic Platonism and neo-Platonism.

*Prerequisites:* Minimum grade of C- in 3 credits of 200-level philosophy courses

**PHIL-331****Philosophy of Love**

3 Credits (45:0:0 hours)

This course engages in a philosophical investigation of love. Through a study of classic works of philosophy, students examine the experience of love, the meaning of love, the value of love, and philosophy's relationship to love. Special attention will be paid to Plato's theory of love as it is expressed in the Symposium.

*Prerequisites:* Minimum grade of C- in 3 credits of 200-level philosophy courses.

**PHIL-341****Continental Rationalism**

3 Credits (45:0:0 hours)

Rationalism, a dominant approach to philosophy in the early modern period, characterizes the works of philosophers including Descartes, Malebranche, Spinoza, and Leibniz. This course traces in detail the development of this significant and renowned movement in the history of philosophy through the rigorously systematic metaphysics, epistemology, and natural philosophy of such great thinkers.

**PHIL-342****British Empiricism**

3 Credits (45:0:0 hours)

This course covers the theoretical philosophy of key thinkers of the early modern period such as Locke, Berkeley, and Hume. Along with many others, these British philosophers are known in the philosophical tradition as the Empiricists for the emphasis on sense experience and sensory perception in their respective philosophical systems of thought.

**PHIL-350****Business Ethics**

3 Credits (45:0:0 hours)

Through a study of philosophical writings, this course examines ethical issues in business. Specific topics may include social responsibility, worker's rights and responsibilities, marketing ethics, the environment, diversity, discrimination and international business. Significant emphasis is placed on applying philosophical understanding to concrete cases.

**PHIL-355****Philosophy of the Environment**

3 Credits (45:0:0 hours)

This course introduces central issues in the philosophy of the environment. Topics include the meaning of Nature, foundational ethical theories as applied to the environment, animal rights, anthropocentrism, biocentrism, ecocentrism, conservationism, sustainability, deep ecology and social ecology, and the aesthetics of natural environments.

**PHIL-357****Philosophy of Religion**

3 Credits (45:0:0 hours)

An examination of several philosophical problems connected to religious belief, including religious language, arguments for the existence of God, arguments for atheism, the problem of evil and suffering, faith and reason, miracles, arguments for immortality.

**PHIL-360****Philosophy of Death and Dying**

3 Credits (45:0:0 hours)

This course offers a philosophical examination of the nature and significance of death. This includes detailed analysis and critical discussion of such topics as: What death is, emotional attitudes towards death, the badness of death, the value of life, immortality, personal identity, and suicide.

**PHIL-365****Philosophy of Space and Time**

3 Credits (45:0:0 hours)

This course examines the philosophical issues, both historical and contemporary, involved in specifying the nature of space and time and how we can know such nature. Topics may include: the concept of space in antiquity, the historical debates on the nature of space in the Early Modern period, the so-called Newtonian, Einsteinian and quantum mechanical revolutions, the shape of space or spacetime, and the direction and alleged paradoxes of time.

**PHIL-370****Liberalism and Its Critics**

3 Credits (45:0:0 hours)

Through a study of classic and contemporary texts in political philosophy, this course examines philosophical defenses and criticisms of liberalism. Specific emphasis is placed on political liberalism and its conservative, libertarian or communitarian critics. Course readings may include works by Locke, Kant, Mill and Rawls. In addition to primary texts, students read scholarly studies of classic works.

*Prerequisites:* Minimum grade of C- in 3 credits in 200-level philosophy courses.

**PHIL-371****Philosophy of Power**

3 Credits (45:0:0 hours)

Through a study of classic and contemporary texts in political philosophy, this course examines the nature of political power. Specific emphasis is placed on sovereignty, ideology and relational power. Course readings may include works by Plato, Bodin, Marx, Althusser and Foucault. In addition to primary texts, students read scholarly studies of classic works.

*Prerequisites:* Minimum grade of C- in 3 credits in 200-level philosophy courses.



**PHIL-381****Philosophy as Literature**

3 Credits (45:0:0 hours)

This course studies the contact between the literary and philosophical in important philosophical works. Students develop strategies for approaching works of philosophy as pieces of literature and apply those strategies to classic texts of philosophy. The course serves as a practical introduction to the hermeneutical approach to philosophy and philosophical scholarship. Focusing on literary subtle works of philosophy, like those of Plato, Rousseau, Kierkegaard and Nietzsche, the course asks how literary features, which might otherwise appear to be extraneous to philosophical content, contribute to augment, complicate or obscure the philosophical meaning, argument and purpose of the texts. In asking such questions, students consider elements such as the use of irony, metaphor, drama and myth in philosophy. In addition to primary texts, students read scholarly studies of classic works and produce their own hermeneutical studies of the same.

*Prerequisites:* Minimum grade of C- in 3 credits of 200-level philosophy courses.

**PHIL-382****Philosophy of Law**

3 Credits (45:0:0 hours)

Through a study of classic and contemporary philosophical writings this course examines the nature of law. Specific topics may include: theories of law, legality and morality, obligation and liberty, rights, legal reasoning and international law. Some emphasis is placed on applying philosophical understanding to concrete cases.

**PHIL-386****Philosophy and Health Care**

3 Credits (45:0:0 hours)

This course is an introduction to central issues in bioethics with a specific emphasis on practice of health care. Though students may briefly examine classical moral theories and principles, the bulk of the course examines contemporary discussions and issues in bioethics. The emphasis of the course is on ethical reasoning and moral deliberation involving issues in health care. Topics may include patient autonomy and confidentiality, advanced directives, allocation of medical resources, health care advocacy, integrity, and issues pertaining to disability and end-of-life care. Students may also be introduced to major ethical theories and moral principles. Readings may include case studies, legal cases, scholarly articles and classical sources.

**PHIL-401****Senior Seminar**

3 Credits (0:0:45 hours)

In this seminar course, students study the nature, methods, and aims of philosophy, make seminar presentations, and write a major research essay. This course is open only to Philosophy majors. **Note:** Students are advised to enrol in this course in the final winter term of their studies.

*Prerequisites:* Successful completion of 30 credits of senior philosophy courses.

**PHIL-402****Topics in the History of Philosophy**

3 Credits (0:0:45 hours)

This seminar course deals with a major figure, issue, or specific period in the history of philosophy. There is a major essay requirement and, in addition to regular seminar participation, students make presentations. The topic in any given year is selected by instructor. *Prerequisites:* Minimum grade of C- in 6 credits of 200- or 300-level philosophy courses.

**PHIL-403****Topics in Moral Philosophy**

3 Credits (0:0:45 hours)

In this seminar course, students study a topic in moral philosophy broadly construed. The specific topic of each section focuses on a significant philosopher, theme or problem in ethical theory, applied ethics, meta-ethics, political philosophy or social philosophy. There is a major essay requirement and, in addition to regular seminar participation, students make presentations. The topic in any given year is selected by instructor.

*Prerequisites:* Minimum grade of C- in 6 credits of 200- or 300-level philosophy courses.

**PHIL-404****Topics in Asian Philosophy**

3 Credits (0:0:45 hours)

Students study a topic in depth within Asian Philosophy. The specific topic focuses on a significant philosopher or philosophers, text, school, theme or issue within one or more of the traditions of Asian Philosophy, including Buddhism, Jainism, Hinduism, Confucianism, and Taoism. There is a major essay requirement and, in addition to regular seminar participation, students make presentations. The topic in any given year is selected by the instructor.

*Prerequisites:* Minimum grade of C- in 6 credits of 200- or 300-level philosophy courses.

**PHIL-442****Descartes**

3 Credits (0:0:45 hours)

This is a seminar course on the philosophy of Rene Descartes. In the course, students go beyond the Meditations and read a selection of Descartes' works and correspondences in order to examine a variety of topics including eternal truths, human physiology, the human being, animals, and the "passions". Students also read and analyze relevant secondary literature. In addition to regular seminar participation, students make seminar presentations on material from the reading schedule. The major course assignment is an essay on a specific topic of choice from the course material.

*Prerequisites:* Minimum grade of C- in 6 credits of philosophy at the 200- or 300-level.

**PHIL-444****Kant**

3 Credits (0:0:45 hours)

In this seminar course, students examine Kant's theoretical philosophy, pay close attention to interpretations of Kant's transcendental idealism of the early critical period, make seminar presentations, and write at least one major essay on a specific topic of their choice.

*Prerequisites:* Minimum 6 credits in 200- or 300-level philosophy courses.

**PHIL-447****Wittgenstein**

3 Credits (0:0:45 hours)

In this seminar course, students examine Wittgenstein's later philosophy in his *Philosophical Investigations*, paying close attention to his philosophy of language and philosophy of mind. Students also examine important secondary literature concerned with the same, and complete a seminar presentation on this material and a major essay on a specific topic dealing with the material covered. Areas of focus may include meaning, understanding, determinacy of sense, intentionality, rule-following, the private language argument, sensations, the will, the nature of philosophy, and applications of Wittgenstein's philosophy in the *Philosophy of Religion*.  
*Prerequisites:* Minimum grade of C- in 6 credits in philosophy at the 200- or 300-level.

**PHIL-498****Directed Readings**

3 Credits (0:0:45 hours)

This course permits a senior-level student to work with an instructor to explore a specific philosophical topic in depth through directed reading and research in primary and secondary sources. *Prerequisites:* Consent of the department.

**PHSC-200****Physical Science Field Skills**

3 Credits (18:80:0 hours)

This course is an introduction to field work in the areas of physics, chemistry and Earth and planetary science, which together constitute the Physical Sciences. It involves classroom field preparation in Edmonton, work in the field on the Big Island in the Hawaiian Island chain, and sample analysis and working up the data back in Edmonton. The course concludes with the submission of a final written report. The skills that the participants acquire in this course include mapping of geological features, reproducible sampling procedures, field note taking, strike and dip measurements, the use of star charts and sextants to locate constellations and stars, measurements and observations with a telescope and the analysis of water and air samples.  
*Prerequisites:* Minimum grade of C- in the following: CHEM 102, one of PHYS 109, PHYS 126 or PHYS 146 and either EASC 103 or EASC 105.

**PHSC-300****Alberta Oil and Gas Industry**

3 Credits (45:0:0 hours)

This course provides an in-depth examination of the oil and gas industry in Alberta and how it is rapidly changing. The course will use an interdisciplinary approach that covers resource exploration, extraction, refining, geology, careers, environmental challenges, and business dimensions of unconventional and conventional oil and gas resources.  
*Prerequisites:* Minimum grade of C- in any one of CHEM 270, EASC 238, CHEM 261, or PHYS 261.

**PHSD-103****Physical Fitness**

3 Credits (30:15:0 hours)

This is an experiential and lecture course to provide participants with a working understanding of health and physical fitness, as well as the basic concepts for development and measurement. The interrelationship of food, nutrition, weight and activity is studied, researched and evaluated on a personal basis.

**PHSD-391****The Human Organism**

3 Credits (45:0:0 hours)

This course is an introduction to human biology that analyzes the structure and function of systems in our bodies. This course leads to an appreciation of how the human body maintains itself in the face of external and internal challenges. A course for non-majors that will develop their understanding of the foundations of human health and disease. **Note:** This course is only available to Disability Studies Program students. Credit can only be obtained in one of PEDS 391 or PHSD 391. *Prerequisites:* Biology 30.

**PHYS-020****Physics 20**

5 Credits (90:0:0 hours)

Physics 20 is equivalent to Alberta Learning's Physics 20. The course deals with major concepts of kinematics and dynamics, circular motion, universal gravitation, waves and light. *Prerequisites:* Science 10, Math 10 or equivalent.

**PHYS-030****Physics 30**

5 Credits (90:0:0 hours)

The material covered in this course is equivalent to Alberta Learning's Physics 30. Topics include conservation laws, electric and magnetic forces and fields, the nature of the atom and wave-particle duality in nature. *Prerequisites:* Physics 20 or equivalent.

**PHYS-108****Introduction to University Physics I**

3 Credits (60:36:0 hours)

This is an algebra based physics course for students without high school physics. Topics include kinematics, Newtonian mechanics, conservation of momentum and energy, rotational motion, statics and dynamics of extended bodies, simple harmonic motion, mechanical and sound waves. Students will be also introduced to aspects of modern physics. During the course students develop a conceptual understanding of physical principles, develop reasoning and problem-solving skills, and relate these physical principles to real-world situations relevant to biology and medicine. **Note:** This course is not available to students with Physics 20 or Physics 30, and it is intended to be taken in sequence with PHYS 109. Credit can only be obtained in one of PHYS 108, PHYS 124, PHYS 144, or ENPH 131. *Prerequisites:* Pure Mathematics 30-1.

**PHYS-109****Introduction to University Physics II**

3 Credits (60:36:0 hours)

This course is an algebra-based physics course on electromagnetism and physical optics intended for students with no high school physics. Topics include electrostatics, direct current circuits, magnetic fields, electromagnetic induction, alternating current circuits and physical optics and radiation. Students will be also introduced to aspects of modern physics. During the course students develop a conceptual understanding of physical principles, develop reasoning and problem-solving skills, and relate these physical principles to real-world situations relevant to biology and medicine. **Note:** Credit can only be obtained in one of PHYS 109, PHYS 126, PHYS 130, or PHYS 146. *Prerequisites:* Minimum grade of C- in PHYS 108.

**PHYS-124****Physics for Life Sciences I**

3 Credits (45:36:0 hours)

This is an algebra based physics course on motion of matter intended for students in life and medical sciences. Topics include kinematics, Newtonian mechanics, conservation of momentum and energy, rotational motion, statics and dynamics of extended bodies, simple harmonic motion, mechanical and sound waves. Students will be also introduced to aspects of modern physics. During the course students develop a conceptual understanding of physical principles, develop reasoning and problem-solving skills, and relate these physical principles to real-world situations relevant to biology and medicine. **Note:** Physics 30 is strongly recommended. Credit can only be obtained in one of PHYS 108, PHYS 124, PHYS 144, or ENPH 131. *Prerequisites:* Mathematics 30-1 and Physics 20.

**PHYS-126****Physics for Life Sciences II**

3 Credits (45:36:0 hours)

This course is an algebra-based physics course on electromagnetism and physical optics intended for students in life and medical sciences. Topics include electrostatics, direct current circuits, magnetic fields, electromagnetic induction, alternating current circuits and physical optics. Students will be also introduced to aspects of modern physics. During the course students develop a conceptual understanding of physical principles, develop reasoning and problem-solving skills, and relate these physical principles to real-world situations relevant to biology and medicine. **NOTE:** Credit can only be obtained in one of PHYS 109, PHYS 126, PHYS 130, or PHYS 146. *Prerequisites:* Minimum grade of C- in PHYS 124.

**PHYS-130****Wave, Motion, Optics and Sound**

3.8 Credits (45:18:0 hours)

This is a calculus based course intended for engineering students. Topics include spherical mirrors, thin lenses, simple harmonic motion, wave motion, interference, sound waves, light waves and diffraction. **Note:** Restricted to engineering students. Credit can only be obtained in one of PHYS 109 or PHYS 126 or PHYS 130 or PHYS 146. *Prerequisites:* Pure Mathematics 30, Mathematics 31 and Physics 30. *Co-requisite:* MATH 100.

**PHYS-144****Mechanics and Waves**

3 Credits (45:36:0 hours)

This is a calculus based physics course intended for students in the physical sciences. Topics include kinematics, Newtonian mechanics, conservation of momentum and energy, rotational motion, statics and dynamics of extended bodies, simple harmonic motion, mechanical and sound waves. Students will be also introduced to aspects of modern physics. During the course students develop a conceptual understanding of physical principles, develop reasoning and problem-solving skills, and relate these physical principles to real-world situations. **Note:** Credit can only be obtained in one of PHYS 108, PHYS 124, PHYS 144, or ENPH 131. *Prerequisites:* Mathematics 31, Mathematics 30-1 and Physics 30.

**PHYS-146****Electromagnetism and Radiation**

3 Credits (45:36:0 hours)

This course is a calculus-based physics course on electromagnetism and physical optics intended for students in physical sciences. Topics include electrostatics, direct current circuits, magnetic fields, electromagnetic induction, alternating current circuits and physical optics and radiation. Students will be also introduced to aspects of modern physics. During the course students develop a conceptual understanding of physical principles, develop reasoning and problem-solving skills, and relate these physical principles to real-world situations. **Note:** Credit can only be obtained in one of PHYS 109, PHYS 126, PHYS 130, or PHYS 146. *Prerequisites:* Minimum grade of C- in PHYS 144.

**PHYS-200****Relativistic Aspects of Modern Physics**

3 Credits (45:0:0 hours)

This course explains Einstein's Special Theory of Relativity with a brief introduction to General Relativity. First, the limitations of classical physics are examined. These shortcomings are then addressed by the Special Theory of Relativity. The student learns to use the theory to calculate time and length intervals in fast moving reference frames. The theory is further applied to describe the Doppler effect, the twin paradox and the conservation of relativist energy and momentum. The course concludes with a brief introduction to the General Theory of Relativity, curved spacetime and black holes. *Prerequisites:* Minimum grade of C- in one of the following: PHYS 109 or PHYS 126 or PHYS 146. *Co-requisites:* MATH 113 or MATH 114.

**PHYS-208****Quantum Aspects of Physics**

3 Credits (45:36:0 hours)

This course begins with the experimental evidence leading to the development of quantum mechanics, including the photoelectric effect, the Compton effect, X-ray production and electron diffraction. Further topics include a discussion of the Heisenberg uncertainty principle and the Schrodinger theory of quantum mechanics including applications of one dimensional potential wells and barriers, tunneling, the simple harmonic oscillator, atomic physics, the hydrogen atom and the periodic table. In the laboratory component of the course, students investigate the details of the blackbody spectrum, the Thompson experiment, Millikan's Oil Drop experiment, the photoelectric effect, Atomic Spectra, and the Frank-Hertz experiment. *Prerequisites:* A minimum grade of C- in PHYS 109, PHYS 126, or PHYS 146; and in MATH 113 or MATH 114.

**PHYS-212****Revolutions in Physics: The Structure of the Universe**

3 Credits (45:0:0 hours)

This course traces the development of our understanding of the physical universe from ancient to modern times. Students examine the nature of physics, its historical development, the development of physical theories, and the nature of scientific questions and answers. The focus of the course is epistemological aspects of physics rather than on systematic formulation and problem solving. *Prerequisites:* Minimum grade of C- in one of the following: PHYS 109 or PHYS 126 or PHYS 146.

**PHYS-224****Fluids and Heat**

3 Credits (45:0:0 hours)

This course covers the basic thermal properties of matter as well as properties of fluids. Topics include the static and dynamic behaviour of fluids, temperature, thermal expansion, ideal gas laws, thermal energy, specific and latent heats, calorimetry, heat transfer, thermal processes, the Carnot engines, refrigerators, and the laws of thermodynamics. Other topics include the kinetic theory of gases, mean free path, the laws of probability and statistical physics, enthalpy and entropy.

*Prerequisites:* Minimum grade of C- in one of the following: PHYS 109, PHYS 126, PHYS 130, or PHYS 146.

**PHYS-244****Mechanics**

3 Credits (45:0:0 hours)

This course expands on first-year mechanics, examining oscillating systems, normal modes, conservative forces and energy. Lagrangian and Hamiltonian dynamics are introduced, including variational calculus, Hamilton's Principle, generalized coordinates, constraints, Lagrange multipliers, the Hamiltonian, conservation laws and Hamiltonian dynamics. Further topics include central forces, orbital motion and scattering.

*Prerequisites:* Minimum grade of C- in one of the following: PHYS 109, PHYS 126, PHYS 146 or ENPH 131, and a minimum grade of C- in MATH 120 or MATH 125. *Co-requisite:* MATH 215

**PHYS-250****Introduction to Biophysics**

3 Credits (45:0:0 hours)

In this course students will be introduced to physical principles and mathematical bases that govern dynamics of biological systems. Topics such as Brownian motion, diffusion random walks, motion in dissipative media, low Reynolds-number environments, the Boltzmann distribution, structure and dynamics of flexible biopolymers like DNA, molecular and thermodynamical forces (e.g. electrostatics, van der Waals and entropic forces), molecular machines, and transport processes across biological membranes will be discussed. **Note:** BIOL 107 is recommended but not required.

*Prerequisites:* Minimum grade C- in one of the following courses: PHYS 126, PHYS 146, PHYS 109 or CHEM 202.

**PHYS-261****Physics of Energy**

3 Credits (45:0:0 hours)

This course first identifies the various forms of energy consumed by modern society. The conversion of energy is traced from natural resources to usable forms considering both the fundamental laws of thermodynamics and the practical concerns of cost and environmental consequences. Next, the benefits and drawbacks of non-renewable energy sources such as fossil fuels and nuclear power are discussed and compared to renewable sources such as hydroelectric and solar power. Finally, the development of alternative energy resources is discussed.

*Prerequisites:* Minimum grade of C- in one of the following: PHYS 109 or PHYS 126 or PHYS 146.

**PHYS-281****Electricity and Magnetism**

3 Credits (45:0:0 hours)

Topics in this course include electric fields, Gauss' law, electric potential, capacitance and dielectrics, electric current and resistance. DC circuits, magnetic fields, Ampere's law, and Faraday's law are also covered. Additional topics include inductance, magnetic properties of matter; AC circuits, Maxwell's equations and electromagnetic waves.

*Prerequisites:* Minimum grade of C- in one of the following: PHYS 109, PHYS 126 or PHYS 146 and a minimum of C- In MATH 115.

*Co-requisite:* MATH 214.

**PHYS-301****Nuclear Physics**

3 Credits (45:0:0 hours)

This course is a study of the fundamental nuclear properties, the shell model, the collective model, stability of nuclei, isotopes, radioactive decay, nuclear reactions, kinematics, conservation laws, nuclear fission and fusion, nuclear reactors, particle accelerators, detectors, a brief introduction to particle physics and the Standard Model. The course also includes applications such as carbon dating, tracer techniques, cancer therapy and connections to astrophysics.

*Prerequisites:* Minimum grade of C- in PHYS 208 and MATH 115.

**PHYS-308****An Introduction to Semiconductors and Superconductors**

3 Credits (45:0:0 hours)

This course builds on PHYS 208 to provide students with a detailed understanding of the behaviour of condensed matter arising from the quantum nature of many particle systems at the microscopic level. Starting with probability distribution functions for classical thermodynamic systems, the theory is extended to quantum mechanical systems leading to a description of lasers. These tools allow the construction of models that explain the features of inter-atomic bonds, molecular spectra and the emergent properties of solids such as electrical conductivity, semiconductivity and superconductivity.

*Prerequisites:* Minimum grade of C- in PHYS 208 and MATH 115.

**PHYS-320****The Origin of Elements**

3 Credits (45:0:0 hours)

This course studies the origin and evolution of the matter in the universe. Based on the current theories, the universe started with the Big Bang, created lighter elements such as hydrogen, helium, and lithium at early stages. The transmutation of these elements into heavier forms is then traced by examining the gravitational collapse of interstellar clouds that leads to stellar formation. The endpoint of this sequence, namely the production of new elements (nucleosynthesis) at the cores of stars and as a result of supernova events will be discussed. During the course we also examine the suitable environments where the interaction of atomic material leads to the formation of complex compounds, molecules, and even the fundamental building blocks of life.

*Prerequisites:* Minimum grade of C- in any one of PHYS 208, 224, 244, and in MATH 115 and CHEM 102.

**PHYS-324****Origins of Planetary Systems**

3 Credits (45:0:0 hours)

This course focuses on how the Earth and the other planetary bodies in our solar system were formed, and makes comparisons between the planets in our solar system and those planets found around other stars in the Milky Way galaxy. During this course, two compelling questions will be addressed: "How common are Earth-like planets and are other planetary systems similar to ours and, if not, why not?"

*Prerequisites:* A minimum grade of C- in PHYS 224 or in PHYS 244 or a minimum grade of C- in both EASC 206 and either MATH 113 or MATH 114

**PHYS-390****Advanced Physics Laboratory I**

3 Credits (0:48:0 hours)

This is a laboratory course intended to introduce students to advanced experiments and analytical methods in physics. Methods of experimental design, experimental techniques, and error analysis are discussed. Students apply these methods to experiments selected from classical and modern physics such as determination of the speed of light, measurement of the electron charge/mass ratio ( $e/m$ ), determination of absolute zero, measurement of radioactive decay, and analysis of the spectral emission lines of atomic hydrogen.

*Prerequisites:* Minimum grade of C- in two 200- level Physics courses.

**PHYS-391****Advanced Physics Laboratory II**

3 Credits (0:48:0 hours)

This course is a continuation of PHYS 390. Students apply the analytical methods learned in PHYS 390 to a few selected experiments, as well as a student designed experiment. Students are expected to keep laboratory notes, explore solutions to problems encountered in the laboratory and work independently on projects. Based on the selected project, students are also expected to report their results in the format of a scientific paper as well as an oral presentation.

*Prerequisites:* Minimum grade of C- in PHYS 390.

**PHYS-495****Special Topics in Physics and Astrophysics**

3 Credits (45:0:0 hours)

In this course, students examine one or two topics of specialization in physics and/or astrophysics in-depth. Topics can vary with the interests of students and the instructor. Consultation with the department is required prior to enrolment. *Prerequisites:* Consent of the department.

**PHYS-498****Independent Research**

3 Credits (0:72:0 hours)

In this course, students will plan, execute and report the results of an independent research project in physics under the direction of a faculty supervisor. To be granted enrolment in the course, the student must have made prior arrangements with a faculty member willing to supervise the research project. **Note:** This course is intended for students in the final year of their degree. This course can be taken twice for credit. *Prerequisites:* A minimum grade of B- in any 300-level physics course relevant to the proposed research.

**PNRS-152****Foundations in Nursing Practice**

6 Credits (45:30:75 hours)

Students develop and integrate foundational nursing knowledge and skills within classroom, laboratory, simulation, and health care settings, for basic client-centred care of individual patients/clients. Students receive an introduction to the nursing process and explore principles of teaching and learning within the context of promoting health, safety and comfort. Developmental and physiological considerations related to activities of daily living across the lifespan are discussed. Students incorporate communication skills in the development of a nurse-patient/client relationship, establishment of professional boundaries, and collaboration with other health care providers in the organization and implementation of direct care.

*Prerequisites:* Minimum grade of C- in HLST 154, HLST 159, NURS 150. Prerequisites or Co-requisites: HLSC 124, PSYC 104.

**PNRS-155****Mental Health Nursing I**

4 Credits (45:0:40 hours)

Students develop the foundational knowledge, skills and attitudes required to provide client centred, evidence-informed nursing care to clients in mental health settings. Students focus on recent trends, legislation, and selected ethical-legal and professional issues in mental health nursing; therapeutic milieu; and the application of therapeutic communication techniques across the lifespan. Students further examine nursing models and mental health theory applicable to mental health nursing. Students explore selected mental health pathologies, interventions, therapies, and basic counselling skills. Students apply communication theory and skills for the establishment of therapeutic nurse-client relationships in selected settings.

*Prerequisites:* Minimum grade of C- in PNRS 152 and PSYC 104.

**PNRS-252****Mental Health Nursing II**

4 Credits (60:0:0 hours)

Students develop in-depth knowledge as well as the skills and attitudes required to provide client-centred, evidence-informed, holistic nursing care for persons experiencing selected common chronic and acute mental health issues and disorders. Students examine the related mental health pathologies, interventions and therapies, including psycho-pharmacology, psychosocial and alternative therapies. Students also explore selected ethical/legal issues. Students extend knowledge of group process and crisis intervention. The focus is on care of the individual within the context of family, community, and environment, and adaptations of nursing care across the lifespan.

*Prerequisites:* Minimum grade of C- in PNRS 155, PSYC 105.

Prerequisites or Co-requisites: HLSC 220, HLSC 222, NURS 252.

**PNRS-255****Psychiatric Nursing Practice, Adult Populations**

5 Credits (10:0:143 hours)

Students focus on the application of knowledge, skills and attitudes for nursing care of clients experiencing a broad range of chronic and acute mental health problems and disorders, in an in-patient setting. Students establish therapeutic relationships and collaborate with clients, their influential others, and members of the interdisciplinary health care team to promote culturally sensitive, age-appropriate, client centred psychiatric nursing care.

*Prerequisites:* Minimum grade of C- in HLSC 220, HLSC 222,

NURS 251, NURS 252, and PNRS 252. **Note:** If PNRS 255 is preceded by PNRS 259, NURS 253 and NURS 255, a minimum grade of C- in PNRS 259, NURS 253 and NURS 255 is also required.

**PNRS-259****Psychiatric Nursing Practice, Special Populations**

5 Credits (10:0:143 hours)

Students focus on the application of knowledge, skills and attitudes for holistic, evidence-informed psychiatric nursing care of special populations, for those experiencing a broad range of chronic and acute mental health problems and disorders. Students establish therapeutic relationships and collaborate with clients, their families, and members of the interprofessional health care team to promote optimal health and provide culturally sensitive, age-appropriate, ethical, client centred psychiatric nursing care in a variety of settings.

*Prerequisites:* Minimum grade of C- in HLSC 220, HLSC 222, NURS 251, NURS 252 and PNRS 252. **Note:** If PNRS 259 is preceded by PNRS 255, NURS 253 and NURS 255, a minimum grade of C- in PNRS 255, NURS 253 and NURS 255 is also required.

**PNRS-352****Mental Health Nursing III**

4 Credits (60:0:0 hours)

Students develop in-depth knowledge as well as the skills and attitudes required to provide client-centred, evidence-informed nursing care for persons experiencing selected complex mental health issues and disorders. Students examine the related mental health pathologies, interventions and therapies, including psychopharmacology, psychosocial and alternative therapies, as well as related ethical/legal issues. Focusing on care of the individual within the context of family, community and environment, students explore adaptations to nursing care across the lifespan. Knowledge and skills in group process, counselling and crisis intervention are further enhanced. Transition to the role of the practicing psychiatric nurse is explored.

*Prerequisites:* Minimum grade of C- in NURS 255, PNRS 255, and PNRS 259.

**PNRS-355****Clinical Preceptorship**

7 Credits (12:0:375 hours)

Students focus on extension and consolidation of knowledge and skills related to the roles, functions, and competencies of the entry level psychiatric nursing graduate in a selected setting. With guidance and mentoring from a professional nurse preceptor, students gradually assume the role and responsibilities of that position while working within clinical practice guidelines for nursing students.

*Prerequisites:* Minimum grade of C- in PNRS 352.

**POLS-101****Introduction to Politics and Government**

3 Credits (45:0:0 hours)

This course provides an introduction to a systematic study of the primary institutions and processes of modern government and the discipline of political science. Students explore the significant concepts, methods, approaches and issues of the discipline considered necessary for the study of politics. Topics include political power, political authority, sovereignty and the state, the nation, constitutionalism, international relations, political ideology, elections and electoral systems, democracy, and totalitarianism.

**Note:** This course is the prerequisite for most second year political science courses.

**POLS-110****Politics of Globalization**

3 Credits (45:0:0 hours)

This course addresses the basic features - new actors and rules - of today's globalizing world. It discusses the opportunities and threats of globalization in both developing and developed countries. Specific topics and issues to be discussed include the following: the politics of trade, debt, transnational corporations, North-South relations, poverty, migration, as well as the impact of globalization on democracy and political change.

**POLS-200****Comparative Political Systems**

3 Credits (45:0:0 hours)

This course introduces the concepts, methods and substance of the field of comparative politics, focusing on both developed and developing countries. The approach to this course is thematic, with strong emphasis on discussing the major theoretical and practical perspectives related to specific issues. Topics include political institutions, political cultures, and significant economic and foreign policy challenges to selected developed countries in the era of globalization. For developing countries, the challenges of development are discussed, as well as topics such as military intervention, women and development, revolution, urbanization, and the international context of development. **Note:** This is a core course in the field of comparative politics and a prerequisite for most 300- and 400-level courses in the field.

*Prerequisites:* Minimum grade of C- in POLS 101.

**POLS-214****History of Political Thought I**

3 Credits (45:0:0 hours)

This course introduces students to classical and medieval political thought through the careful reading of primary texts. Authors studied may vary from year to year and section to section, but each is considered somehow representative or thematically significant to the period in question. Names typically examined include Homer, Aristophanes, Plato, Aristotle, Cicero, St. Augustine, and Thomas Aquinas. **Note:** This is a core course in the field of political philosophy.

*Prerequisites:* Minimum grade of C- in POLS 101.

**POLS-215****History of Political Thought II**

3 Credits (45:0:0 hours)

Building upon the skills and knowledge acquired in POLS 214, this course introduces students to modern political thought through the careful reading of primary texts. Authors typically include some of the following: Machiavelli, Hobbes, Locke, Rousseau, Kant, Hegel, Mill, and Nietzsche. Authors may vary from year to year and section to section, but each is considered somehow representative or thematically significant to the period in question. **Note:** This is a core course in the field of political philosophy.

*Prerequisites:* Minimum grade of C- in POLS 214.

**POLS-221****Canadian Political Realities**

3 Credits (45:0:0 hours)

This course is an introductory course in Canadian politics designed for students who do not intend to take more senior courses in the field of Canadian politics. Students study the politics of institutions, and the processes of the government of Canada. They also demonstrate understanding of the major challenges facing Canada in its political development. **Note:** This course is designed for students in a program other than the Political Science major or minor. **Note:** POLS 221 is not open to students enrolled in the Political Science major or minor.

**POLS-224****Canadian National Government I**

3 Credits (45:0:0 hours)

This course introduces students to the institutions, processes, concepts and compelling issues of Canadian politics. Topics to be covered include the constitution and federalism, region and province, French Canada and Quebec, Aboriginal Peoples, gender, class, and Canada's role in the world.

*Prerequisites:* Minimum grade of C- in POLS 101.

**POLS-225****Canadian National Government II**

3 Credits (45:0:0 hours)

This course introduces students to the institutions, processes, concepts and compelling issues of Canadian Politics. Topics to be covered include political process, political parties, elections and representation, Parliament, the executive, bureaucracy, the judiciary, and fiscal, economic and other policy issues in Canada.

*Prerequisites:* Minimum grade of C- in POLS 224.

**POLS-261****Asia Pacific Political Systems**

3 Credits (45:0:0 hours)

The purpose of this survey course is to introduce students to the political systems of ten Asia-Pacific countries: China, including Hong Kong and Taiwan, Brunei, Indonesia, Singapore, Malaysia, The Philippines, Japan, South Korea, Thailand, and Vietnam. This dynamic region of the world exhibits a range of political systems, from constitutional monarchies to one-party dominant states. This course emphasizes the linkages between economic and political development and the cultural catalysts and obstacles to both processes. The process of regional and global economic integration of the countries in the region is discussed. The course explores other topics such as the following: constitutional development, legislature, political executive, judiciary, political culture and socialization, political parties and pressure groups, public opinion and the mass media, public enterprise and bureaucracy, foreign policy. **Note:** This course is not open to students enrolled in the Political Science major or minor.

**POLS-263****Contemporary Issues in Global Politics**

3 Credits (45:0:0 hours)

The course focuses on the changes of global politics since the end of the Cold War including globalization, the environment, the role of the United Nations and other international organizations such as the World Bank, and North-South relations. **NOTE:** This course is intended for students who have an interest in global politics but are not specializing in the international field. Students with credit in POLS 260, POLS 264 or POLS 265 will not receive credit in POLS 263.

**POLS-264****International Relations I**

3 Credits (45:0:0 hours)

This course introduces students to the study of international relations. Topics include the theories of international relations, the dynamics of interaction among states and non-state actors, the nature of power, balance of power, globalization, foreign policy, war and war-avoidance strategies, nuclear weapons and military strategy, arms control and disarmament, and diplomacy.

*Prerequisites:* Minimum grade of C- in POLS 101.

**POLS-265****International Relations II**

3 Credits (45:0:0 hours)

This course examines major issues in the global political economy and global governance. Topics include the theoretical approaches to international political economy, international trade, global finance, multinational corporations, international development assistance, North-South relations, migration, the UN and global governance, international law, regional integration, the environment, international terrorism, and human rights.

*Prerequisites:* Minimum grade of C- in POLS 264.

**POLS-307****Continental Political Thought**

3 Credits (45:0:0 hours)

This course carefully examines the major themes that develop within the tradition of 19th and 20th century Continental Political Thought beginning with German Idealism and ending with Existentialism. Authors to be studied may include Immanuel Kant, G.W.F. Hegel, Friedrich Nietzsche, and Martin Heidegger.

*Prerequisites:* Minimum grade of C- in POLS 210 or POLS 214 and POLS 215.

**POLS-308****Political Thought of the Enlightenment**

3 Credits (45:0:0 hours)

This course introduces students to the central works in political philosophy of the Enlightenment. In studying classic texts from the French, British, and American Enlightenments, the course further aims to discern, within these texts, the intellectual sources of liberal modernity. Students study the work of some of the following: Thomas Hobbes, John Locke, Adam Smith, Jean-Jacques Rousseau, Montesquieu, Benjamin Constant, The Federalist, Thomas Jefferson and Alexis de Tocqueville.

*Prerequisites:* Minimum grade of C- in POLS 210 or POLS 214 and POLS 215.

**POLS-309****Topics in Ancient Political Philosophy**

3 Credits (45:0:0 hours)

This course carefully examines one or more of the classic texts of ancient political philosophy. The course is organized around a major concern of ancient political philosophy. Potential topics include: the nature of political community, sources of civic virtue, rhetoric, classic natural right and the relationship of philosophy to politics. Addressing these topics entails the careful study of major texts by some of the following: Plato, Xenophon, Aristotle, Cicero, Lucretius and St. Augustine.

*Prerequisites:* Minimum grade of C- in POLS 210 or POLS 214 and POLS 215.

**POLS-310****Comparative Political Thought**

3 Credits (45:0:0 hours)

This course examines political thought outside the traditional boundaries of the Western practice of political philosophy and political theory. The course further examines the central and in some instances foundational texts from these non-Western political traditions. The texts are read with an eye to the continuing role they play within their respective political traditions and special attention to the enduring insights they possess for political life per se. Finally these texts are read in light of the fruitful dialogue and creative tension that has arisen through their contact, both historically and in the present, with Western political thought and practice.

*Prerequisites:* Minimum grade of C- in POLS 210 or POLS 214 and POLS 215.

**POLS-312****Political Philosophy and Political Theology**

3 Credits (45:0:0 hours)

This course examines the dialogue between reason and revelation, faith and philosophy in the three Abrahamic traditions. The course considers this essential tension in Western thought through careful study of classic treatments in the Jewish, Christian and Islamic traditions. To this end, students critically consider some of the following texts: Genesis, City of God (Augustine), Summa Theologica (Aquinas), the Guide for the Perplexed (Maimonides), the Decisive Treatise (Ibn Rushd), The Attainment of Happiness (Al-Farabi).

*Prerequisites:* Minimum grade of C- in POLS 210 or POLS 214 and POLS 215.

**POLS-315****Contemporary Liberal Thought**

3 Credits (45:0:0 hours)

This course is devoted to the exploration of contemporary liberal political thought. It covers selected readings from recent liberal philosophers and their critics, as well as considering debates about the values of liberalism in their application to public issues such as distributive justice, multiculturalism, and religion in society.

*Prerequisites:* Minimum grade of C- in POLS 210 or POLS 214 and POLS 215.

**POLS-324****Topics in Canadian Politics**

3 Credits (45:0:0 hours)

This course provides discussions and analyses of selected topics in Canadian Politics. The topics include: multiculturalism, immigration and immigrants, national unity and regionalism, parliamentary reforms, the Charter of Rights and Freedoms and any judicial review, public policy, role of the public sector, powers of the local government, women in government, and politics environmental protection. The current state of each of the topics is examined with reference to its historical evolution. Different theoretical perspectives on each of the topics are outlined and evaluated. Relevant government policies and policy alternatives proposed by political parties and interested groups are examined, analyzed and critically assessed.

*Prerequisites:* Minimum grade of C- in POLS 220 or POLS 224 and POLS 225.

**POLS-325****Canadian Political Economy**

3 Credits (45:0:0 hours)

This course provides a study of the Canadian political economy. The scope of the topic is mapped out with a conceptual discussion and a review of the historical evolution of key issues, institutions and policies. Various theoretical perspectives on the topic are discussed and evaluated. Current policy issues and institutional stakeholders are identified, and relevant government policies and policy alternatives on the issues are examined and analyzed. Students apply theoretical perspectives to explain and assess the policies and policy alternatives.

*Prerequisites:* Minimum grade of C- in POLS 220 or POLS 224 and POLS 225.

**POLS-326****The Canadian Constitution**

3 Credits (45:0:0 hours)

This course is devoted to the exploration of Canada's legal and constitutional system and the role and import of Canada's constitution in our politics and culture.

*Prerequisites:* Minimum grade of C- in POLS 220 or POLS 224 and POLS 225.

**POLS-327****Politics of Identity in Canada**

3 Credits (45:0:0 hours)

This course is devoted to the exploration of the role of identities in Canadian politics and political culture. Among the core areas of interest in this area are questions about the relationship of indigenous peoples to the state, the role and cultural influence of the country's earliest settlement groups, regional and provincial sources of identity, ethnicity, immigration and multiculturalism, gender, socio-economic class and emergent forms of politically salient identity, and Canadian national identity.

*Prerequisites:* Minimum grade of C- in POLS 224 and POLS 225.

**POLS-329****Canadian Federalism**

3 Credits (45:0:0 hours)

This course is devoted to the systematic study of the evolution, institutions, challenges, and theoretical underpinnings of the Canadian Federal system.



**POLS-345****Issues in Globalization and Governance**

3 Credits (45:0:0 hours)

This course offers a comprehensive study of some of the major issues in the areas of Globalization and Global Governance. Topics include: Global Governance theory, the Global Political Economy, Global Security Challenges, the Global Financial System, the Global Civic Ethic, Poverty and Globalization, UN Reform, and the Global Environmental Challenge.

*Prerequisites:* Minimum grade of C- in POLS 260 or POLS 200 or POLS 264 and POLS 265.

**POLS-349****Topics in International Politics**

3 Credits (45:0:0 hours)

The course is geared to current controversial issues in international relations. Selected topics will come from international political economy, the international strategic system, global challenges, and international relations theory.

*Prerequisites:* Minimum grade of C- in POLS 260 or POLS 264 and POLS 265.

**POLS-357****The Third World in Global Politics**

3 Credits (45:0:0 hours)

This course discusses the challenges facing the Third World in the global economy. Students focus on the specific constraints faced by the developing countries in the era of globalization, while assessing opportunities and options for overcoming the structural constraints. The institutional underpinnings of the Third World Movement - the Non-aligned Movement and the Group of 77 - as well as the specific regional and inter-regional responses to globalization are addressed.

*Prerequisites:* Minimum grade of C- in POLS 200.

**POLS-364****International Political Economy**

3 Credits (45:0:0 hours)

This is a critical examination of the conjunction of a series of market and political issues in international affairs, including the major facets of globalization. The course uses major theoretical perspectives to explain the intersection of states and markets in the global economy. Topics examined include the following: the global trading system, foreign direct investment, foreign portfolio investment, international debt problems, the impact of the international financial institutions, North-South relations, and balancing development with environmental protection.

*Prerequisites:* Minimum grade of C- in POLS 260 or POLS 200; or POLS 264 and POLS 265.

**POLS-365****Canadian Foreign Policy**

3 Credits (45:0:0 hours)

This is an overview of the significant post-Second World War developments in Canadian foreign policy. This course assesses Canada's foreign policy priorities, orientations and sources. Topics addressed include the following: Canadian security, development assistance, role in international organizations, Canada and the global economy, the human security agenda, and the role of non-governmental organizations in shaping Canadian foreign policy.

*Prerequisites:* Minimum grade of C- in POLS 220 or POLS 260; or POLS 224 and POLS 225; or POLS 264 and POLS 265.

**POLS-371****Politics in China**

3 Credits (45:0:0 hours)

This course examines Chinese politics in its historical, cultural, social, and global settings. The focus of this course is on the responses of China's political system to its domestic and international challenges in the modern time.

*Prerequisites:* Minimum grade of C- in POLS 200 or POLS 261 or POLS 263.

**POLS-373****Politics in India**

3 Credits (45:0:0 hours)

This course examines the Indian political system in its historical, cultural, social, and global settings. The responses of the modern political system to India's domestic and international challenges are studied in combination with the impact of the colonial experience on the politics of India.

*Prerequisites:* Minimum grade of C- in POLS 200 or POLS 261 or POLS 263.

**POLS-375****Politics of East Asia**

3 Credits (45:0:0 hours)

This course provides comparative studies and analyses of politics of East Asia. Focused topics include politics of China, Hong Kong, Taiwan, Japan, and Korea. Comparisons and analyses cover a variety of subjects such as political institutions and processes, ideologies, and public policies.

*Prerequisites:* Minimum grade of C- in POLS 200 or consent of the department.

**POLS-376****Issues in Development Studies**

3 Credits (45:0:0 hours)

This course provides an understanding of the core theoretical and practical development-related issues confronting countries in Africa, Asia, and Latin America. It presents the contending development theories, while focusing on the significant development challenges facing the developing countries - both domestic and global.

*Prerequisites:* Minimum grade of C- in POLS 200 or POLS 260.

**POLS-410****Topics in Political Philosophy**

3 Credits (0:0:45 hours)

This is a seminar course for students interested in advanced study of specialized areas of political philosophy. This course is devoted to the detailed study of a single topic. Examples of topics include the following: virtue and politics, theories of the State, the limits of reason, and problems of political community.

*Prerequisites:* Minimum grade of C- in POLS 210 or POLS 214 and POLS 215.

**POLS-414****Theory and Method in Political Science and Political Philosophy**

3 Credits (0:0:45 hours)

Beginning with Aristotle's Politics, students trace the development of the distinctive mode of enquiry that is political science. While considering the question "What is political science?" students examine the work of significant philosophers who have attempted an answer to that same question. The contributions by a selection of the following historical and contemporary political philosophers will be included: Aristotle, Cicero, St. Thomas Aquinas, Niccolo Machiavelli, Giambattista Vico, G.G. Hegel, Friedrich Nietzsche, Eric Voegelin, Michael Oakeshott, Michel Foucault and Leo Strauss.

*Prerequisites:* Minimum grade of C- in POLS 210 or POLS 214 and POLS 215.

**POLS-426****Canadian Law and Politics**

3 Credits (0:0:45 hours)

This course is devoted to the systematic study of the issues, history, and scholarly commentary associated with law, politics, and the judicial process in Canada. The course will include consideration of topics such as legal theory, judicial politics and issues of judicial selection and appointment, the implications of rights review for democracy, and core cases in constitutional litigation. The course concludes with student participation in a simulated legal case on a constitutional issue.

Minimum grade of C- in POLS 326 or POLS 329 or consent of the department.

**POLS-429****Executive Federalism**

3 Credits (0:0:45 hours)

This course is devoted to the systematic study of the issues, history, and scholarly commentary on executive federalism in the Canadian context. This study of federal interactions between high level officials such as the Prime Minister and the provincial premiers includes consideration of issues such as province-building, inter-governmental diplomacy, and the contextual role of political leaders in policy outcomes. The course concludes with student participation in a model First Ministers' Conference.

*Prerequisites:* Minimum grade of C- in POLS 326 or POLS 329.

**POLS-431****Globalization and the Canadian Political Economy**

3 Credits (0:0:45 hours)

This course provides a study of the interaction between the globalization process and the Canadian political economy. Canadian contributions to the evolution of the international policy framework on global issues such as trade and investment, Third World development, and environment are examined and evaluated. The roles of key Canadian government institutions and interest groups in the globalization process are outlined and analyzed. The domestic debates on selected current policy issues are discussed to demonstrate the impacts of globalization on Canadian politics and the variety of Canadian institutional responses to such impacts.

*Prerequisites:* Minimum grade of C- in POLS 220 or POLS 260; or POLS 224 and POLS 225; or POLS 264 and POLS 265.

**POLS-461****Selected Topics in International Politics**

3 Credits (0:0:45 hours)

This course focuses on selected contemporary topics in the sub-fields of international relations. Students undertake a detailed analysis of a specific topic. The topic studied is determined by faculty expertise and changes from year to year.

*Prerequisites:* Minimum grade of C- in POLS 260 or POLS 264 and POLS 265.

**POLS-468****International Organization**

3 Credits (0:0:45 hours)

This is a comprehensive examination of the evolution, functions and relevance of international organizations. The course includes an active learning component, using simulation of the United Nations or the Organization of American States. It also deals with global governance as well as specific issue-areas such as human rights, peace, disarmament, development, and the environment.

*Prerequisites:* Minimum grade of C- in POLS 260 or POLS 264 and POLS 265.

**POLS-470****Selected Topics in Comparative Politics**

3 Credits (0:0:45 hours)

In this seminar, students analyse issues and theories of comparative politics in the context of a selected geographical region, and they discuss options and models for the political development of countries in the specific region.

*Prerequisites:* Minimum grade of C- in POLS 200.

**POLS-498****Individual Study**

3 Credits (0:0:45 hours)

The individual study course provides senior students with an opportunity to explore a research topic in greater detail than is otherwise possible at the undergraduate level. The student works in consultation with and under the supervision of a member of the department with the requisite expertise. An individual study course includes directed reading and library research, and/or field research followed by a public presentation of that research. Students may opt to execute research proposed through a prior independent study course and prepare a research paper to publication standards.

*Prerequisites:* Consent of the department.

**POLS-499****Advanced Study in Political Science**

3 Credits (0:0:45 hours)

This course focuses on the analysis of selected issues in the fields of Canadian, Comparative Politics, International Relations or Political Philosophy. It includes a detailed research component. This is a required course in the Political Science major.

*Prerequisites:* Minimum grade of C- in POLS 210 or POLS 214 and POLS 215; and POLS 220 or POLS 224 and POLS 225; and POLS 260 or POLS 264 and POLS 265.

**PREL-205****Intro to Public Relations**

1 Credits (15:0:0 hours)

Introduction to Public Relations provides an overview to the public relations profession - what it is, where it fits in the business model, and how it contributes to business success. Both strategy and tactics are presented. Students are introduced to issues and trends in public relations with an emphasis on ethics and professionalism in the practice.

**PREL-230****Public Relations Fundamentals and Practice**

3 Credits (45:0:0 hours)

Public Relations Fundamentals and Practice is an overview of the public relations profession: what it is, how it is practiced and the role of a public relations practitioner. Students learn that public relations is a profession with its own distinct body of theory and knowledge. Students examine the history, role and purpose of public relations in society and examine the fundamental concepts of strategic communication. As well, students are introduced to the ethics and professionalism inherent in the practice and process of public relations.

**PREL-233****Media Relations and Mass Media**

3 Credits (45:0:0 hours)

Students explore current theories and practices on how the media function in society today and learn practical approaches to media relations for the public relations profession. Students apply strategies and techniques for providing media relations expertise in a variety of professional settings.

**PREL-238****PR and Digital Media**

3 Credits (45:0:0 hours)

Students gain a working knowledge of new digital media such as blogs, social networking sites and internet forums. Instruction is provided on the ongoing history of new media and the impact they are having on society and the public relations profession. Students learn how organizations use these media to communicate with their key publics and how to analyze and interpret new media content. Students are introduced to the composition basics of a variety of new media vehicles. **Note:** it is recommended that PREL 230 - Public Relations Fundamentals and Practice be completed before or taken concurrently with this course.

**PREL-240****Integrated Marketing Communications and Advertising**

3 Credits (45:0:0 hours)

Unprecedented message clutter and a more selective consumer spell new challenges for organizations of all types. Students examine how the disciplines of public relations and marketing and communications are closely linked through the concepts of Integrated Marketing Communications (IMC). Students learn how IMC incorporates activities designed to build relationships with consumers and employs traditional and non-traditional communication tools. Students learn the principles of advertising and promotions and how the industry operates today. Participants develop a plan that incorporates public relations and marketing components.

**PREL-241****Writing for PR**

3 Credits (45:0:0 hours)

Students apply the skills in writing style and structure acquired in PROW 211. Students develop a working understanding of the various forms of public relations writing, including when and how to apply them. Students learn to write creatively and persuasively, edit their work and the work of others, and to work under tight deadlines. Emphasis is placed on writing in the Canadian Press style. *Prerequisites:* PROW 211.

**PREL-242****Internal Communications and Organizational Dynamics**

3 Credits (45:0:0 hours)

Students learn theories and concepts of organizational dynamics and structures and how they impact internal communication. Students apply internal communications theory and concepts to various tools and techniques including intranet and e-mail. Students also learn presentation techniques and professional ethics, values and practices. *Prerequisites:* PREL 230.

**PREL-245****Communications Research and Planning**

3 Credits (45:0:0 hours)

Students learn the role of formal and informal research in the public relations process and how to apply it in a communications context. Students experience the research process through the development of a strong research question, applying appropriate methodology and data collection methods, and collecting and analyzing data. This information is used to create and present a communications plan, giving students a well-rounded experience in essential analysis and problem solving.

*Prerequisites:* PREL 230. May be taken as a Co-requisite.

**PREL-246****Issues and Reputation Management**

3 Credits (45:0:0 hours)

Organizations and governments face intense public scrutiny in an increasingly competitive environment. Students examine how issues originate and the impact of issues on the reputation of the organization. Students learn the communication strategies, tools and techniques applied by an organization to communicate its image to key publics and to manage reputational damage.

**PREL-250****Professional Practicum**

5 Credits (0:0:294 hours)

Students gain first-hand experience in the public relations profession. Students are supervised in a public relations setting over an eight week period where they apply the skills and abilities learned in the classroom setting. All program courses and requirements must be successfully completed before students embark on their practicum component.

**PROW-210****Advanced Business Writing**

3 Credits (45:0:0 hours)

In this course, students examine the consequences of their language choices within a business context. They are encouraged to examine and analyze the social, political and legal ramifications of their language use in a variety of business documents. They use dictionaries and style guides, sentence structures, mechanics and stylistics as tools to facilitate communications outcomes for an organization.

Ultimately, business students leave the course with increased explanatory power and advanced written communication skills. **Note:** Credit can only be obtained in one of PROW 210 Advanced Business Writing or PROW 100 Foundations of Composition.

*Prerequisites:* BUSN 200 or BUSN 201.

**PROW-211****Writing Fundamentals**

3 Credits (30:30:0 hours)

Writing and editing skills are primary tools for the public relations practitioner. This course explores the essence of language; grammar, phrasing, and style. Students learn to organize their writing effectively and to use persuasive language to achieve the purpose for their written works in a public relations setting. *Prerequisites:* Admission to the Public Relations diploma program.

**PSSC-102****Criminal Investigation**

3 Credits (45:0:0 hours)

This course focuses on the processes used when conducting criminal investigations. The methods of obtaining and assessing information through interviewing, investigative photography, note taking and report writing, incident scene drawing and crime scene search techniques are studied and applied.

**PSSC-112****Policing in Canada**

3 Credits (45:0:0 hours)

This course examines the origins and philosophical development of policing in Canada and assesses current policing practices. The course focuses on the role of the police, the structure of Canadian police organizations, police accountability, historical policing models and the strategies associated with current policing models.

**PSSC-121****Law and the Administration of Justice**

3 Credits (45:0:0 hours)

This course examines the principles, practice and philosophy of the Canadian judicial system with emphasis on the criminal trial process. A review of the structure of the Canadian court system, statute law, case law and the civil court trial process are included.

**PSSC-122****Criminal Law**

3 Credits (45:0:0 hours)

This course is a comprehensive study of the Criminal Code and selected Alberta provincial statutes. The emphasis is on an in-depth analysis of selected criminal offences. The elements of a crime, pre-trial criminal procedures and the nature and significance of the Canadian Charter of Rights are also discussed. It is recommended that PSSC 121 be taken concurrently with, or prior to, this course.

**PSSC-123****Legal Evidence in Criminal Investigations**

3 Credits (45:0:0 hours)

In this course, students explore the laws of evidence as they relate to criminal procedure and trials. Students briefly review of the laws of evidence that relate to civil proceedings. Drawing upon the Canada Evidence Act and selected statutes, students explore legal defences and the powers of search and seizure. Students also analyze the rules that relate to obtaining statements, admissions, confessions and presenting evidence in court.

*Prerequisites:* PSSC 121.

**PSSC-132****Investigative Law**

3 Credits (45:0:0 hours)

This course is a study of the Criminal Code, selected Alberta provincial statutes and an examination of statutes and procedures applicable to civil and administrative tribunals. The elements of a crime, pre-trial criminal procedures and the nature and significance of the Canadian Charter of Rights are also discussed. **Note:** It is recommended that PSSC 121 be taken concurrently with or prior to this course.

**PSSC-133****Legal Evidence in Investigations**

3 Credits (45:0:0 hours)

In this course, students examine the laws of evidence related to both criminal and civil trials and to administrative proceedings. Drawing upon the Canada Evidence Act and other selected statutes, students explore the ways in which these acts and statutes influence civil, criminal and administrative procedures. Students compare the discovery process in civil proceedings with criminal matters and review the powers of search and seizure, the rules related to statements, admissions and confessions, and the laws that govern the presentation of evidence in court.

*Prerequisites:* PSSC 121

**PSSC-141****Interpersonal Skills**

3 Credits (45:0:0 hours)

This course increases the students' understanding and awareness of the impact of their behaviour on others. The course examines personality types, leadership styles, gender and cultural issues and the influence these factors have on the development of effective human relations.

**PSSC-151****Security Programs and Risk Management**

3 Credits (45:0:0 hours)

This course studies the security profession in Canada and examines current security practices. The course provides a detailed introduction to the components of a comprehensive security program and focuses on the operational activities involved in risk management. Emphasis is placed on risk identification, quantification, prioritization, and the risk transfer process.

**PSSC-152****Loss Prevention Program Management**

3 Credits (45:0:0 hours)

This course provides a detailed study of the elements of the loss prevention component of a comprehensive security management program. The course focuses on the operational activities involved in the development, implementation and maintenance of a loss prevention program. Consideration is given to policy and procedure development, training program development and program evaluation.

**PSSC-203****Forensic Science**

3 Credits (45:0:0 hours)

This course provides an in-depth study of the methods of recognizing, collecting, preserving, examining and presenting physical evidence found at a crime scene. The operations and functions of the forensic crime lab are also studied.

**PSSC-204****Forensic Investigation**

3 Credits (45:0:0 hours)

In this course, students analyze the processes involved in the recognition, development and identification of fingerprints and other forensic evidence. Students also examine the specific techniques to investigate criminal cases.

*Prerequisites:* PSSC 102 and PSSC 203.

**PSSC-212****Abnormal Behaviour and Crime**

3 Credits (45:0:0 hours)

This course examines the major mental disorders and their relationship to criminal behaviour. The focus is on recognizing, understanding and effectively responding to situations involving individuals displaying abnormal behaviour.

*Prerequisites:* Minimum grade of C- in PSYC 104 or PSYC 100.

**PSSC-242****Leadership Skills**

3 Credits (45:0:0 hours)

This course examines and applies the communication skills needed to be effective as leaders in business and professional organizations. The focus is on the theory and skills required to be an effective communicator in a variety of contexts involving individuals, groups and teams.

**PSSC-252****Investigations I**

3 Credits (45:0:0 hours)

This course examines the fundamental investigative techniques used in security investigations. The course gives an overview of the investigative planning process, the nature and types of forensic evidence, and the techniques involved in the collection, identification and assessment of evidence.

**PSSC-253****Investigations II**

3 Credits (45:0:0 hours)

In this course, students examine and apply evidence search and collection techniques, incident scene drawing, and criminal court presentation procedures. Students also select and evaluate specific techniques to investigate criminal cases.

*Prerequisites:* PSSC 252.

**PSSC-262****Integration Seminar**

1 Credits (0:0:15 hours)

This course promotes the integration of theory and practice by linking the knowledge, skills and values gained in the classroom with issues experienced in the field placement. *Prerequisites:* Must be taken concurrently with PSSC 272.

**PSSC-263****Integration Seminar**

1 Credits (0:0:15 hours)

This course promotes the integration of theory and practice by linking the knowledge, skills and values gained in the classroom with issues experienced in the field placement. *Prerequisites:* Must be taken concurrently with PSSC 273.

**PSSC-272****Field Placement**

4 Credits (0:0:240 hours)

This course provides the student with related practical field experience. The placement offers the unique opportunity to observe and participate in a variety of learning activities related to the field.

*Prerequisites:* Must be taken concurrently with PSSC 262.

**PSSC-273****Field Placement**

4 Credits (0:0:240 hours)

This course provides the student with related practical field experience. The placement offers the unique opportunity to observe and participate in a variety of learning activities related to the field.

*Prerequisites:* Must be taken concurrently with PSSC 263.

**PSSC-283****Emergency Planning and Response**

3 Credits (45:0:0 hours)

This course focuses on the stages involved in the planning, implementation and management of an organization's response to emergencies, disasters, and crisis situations. The emphasis is on the emergency response and disaster recovery phases.

**PSSC-293****Emergency Management**

3 Credits (45:0:0 hours)

This course studies the planning and implementation processes involved in the management of emergencies, disasters and crisis situations. Key components are risk management, emergency response, crisis management and disaster recovery.

**PSYC-100****Applied Introductory Psychology**

3 Credits (45:0:0 hours)

This course provides an introduction to the field of psychology and to the application of psychological concepts and methods. Specific topics include an overview of modern day psychology and its history, the application of psychological research methods to test the validity of conclusions, the biological bases of behaviour, learning through conditioning, memory, motivation and emotion, human development across the lifespan and personality theory, research and assessment.

**PSYC-104****Introductory Psychology I**

3 Credits (45:0:0 hours)

A survey of natural science topics in Psychology. The course covers the evolution of psychological sciences, research methods, biological psychology, consciousness, principles and development of perception, motivation, learning, and their relationship to the psychological functioning of the individual.

**PSYC-105****Introductory Psychology II**

3 Credits (45:0:0 hours)

A survey of social science topics in Psychology. This course is an introduction to the study of individual and social behavior including individual differences in behaviour, thought, intelligence, human development, personality, social behaviour, stress responses, as well as psychological disorders and their treatment

*Prerequisites:* Minimum grade of C- in PSYC 104.

**PSYC-120****Cognition and Self-Regulation**

3 Credits (45:0:0 hours)

This course is intended to provide students with cognitive and self-regulation strategies (e.g., motivation, self-efficacy, goal setting) that are critical skills for application within academic contexts. These strategies are based on principles in psychology and education, and are used to build a foundation of skills to enhance learning. Assignments and class exercises emphasize the student's application of cognitive strategies and self-regulation in order to meet course goals.

*Prerequisites:* Recommendation of the department and consent of program. *Co-requisite:* Concurrent enrolment in a minimum of one 3 credit program course.

**PSYC-212****Introduction to Research Methods in Psychology**

3 Credits (45:0:0 hours)

This course provides an introduction to experimental and nonexperimental methods in psychology. Topics covered include philosophy of science; measurement; reliability and validity of methods, measures, and effects; survey design; correlational, experimental, quasi-experimental, longitudinal and single-subject designs; biases in experimentation; and research ethics.

*Prerequisites:* Minimum grade of C- in PSYC 104, PSYC 105 and STAT 151 or equivalent.

**PSYC-223****Developmental Psychology**

3 Credits (45:0:0 hours)

This course examines the process and nature of human development with emphasis on infancy, childhood and adolescence.

*Prerequisites:* Minimum grade of C- in PSYC 104 and PSYC 105, or equivalent.

**PSYC-233****Personality**

3 Credits (45:0:0 hours)

This course is a survey of theoretical perspectives, assessment methods and research relevant to the study of personality.

*Prerequisites:* Minimum grade of C- in PSYC 104 and PSYC 105.

**PSYC-241****Social Psychology**

3 Credits (45:0:0 hours)

This course is a survey of theories and research on topics such as attitudes and attitude change, person perception, attraction, pro-social behaviour, aggression and applied social psychology. **Note:** PSYC 241 and SOCI 241 may not both be taken for credit.

*Prerequisites:* Minimum grade of C- in PSYC 105 or in SOCI 100.

**PSYC-258****Cognitive Psychology**

3 Credits (45:0:0 hours)

This course surveys a number of topics in cognitive psychology including perception, attention, knowledge representation, memory, learning, language, reasoning and problem solving.

*Prerequisites:* Minimum grade of C- in PSYC 104 and PSYC 105.

**PSYC-267****Perception**

3 Credits (45:0:0 hours)

This course is an introduction to the theoretical and experimental issues associated with the sensory and perceptual experience of the world. The main emphasis is on understanding basic perceptual phenomena, such as the relation between physical stimuli and experience. To this end, we must consider: the nature of the physical stimuli; the anatomy and physiology of the sense organs and receptors; the anatomy and physiology of the neural paths from receptors to the brain; how the brain processes sensory information; and the procedures used by researchers to obtain information about these systems.

*Prerequisites:* Minimum grade of C- in PSYC 104.

**PSYC-275****Brain and Behaviour**

3 Credits (45:0:0 hours)

This course is an introduction to physiological psychology. Topics include sensation, perception, movement, motivation, memory, cognition, learning, and emotion from a biological point of view.

*Prerequisites:* Minimum grade of C- in PSYC 104. (Biology 30 or equivalent is strongly recommended.)

**PSYC-281****Principles of Behaviour**

3 Credits (45:0:0 hours)

This course is an introduction to the principles of learning and behaviour, with an emphasis on the processes of classical and operant conditioning. Basic research findings are discussed as well as the potential application of those findings to important aspects of human behaviour.

*Prerequisites:* Minimum grade of C- in PSYC 104.

**PSYC-301****History of Psychology**

3 Credits (45:0:0 hours)

Psychology is a relatively young science, but its history is varied, intriguing and extends well beyond the first psychologists. From early philosophy, physiology and medicine, through the dawn of evolutionary theories and radical behaviourism, to the cognitive revolution and modern neuroscience, we examine the trends, competing theoretical perspectives and socio-political influences on the discipline in Western society.

*Prerequisites:* Minimum grade of C- in at least one of PSYC 223, PSYC 233, PSYC 241, PSYC 258, plus one of PSYC 267, PSYC 275 or PSYC 281.

**PSYC-306****Sports Psychology**

3 Credits (45:0:0 hours)

This course is a study of the psychological factors that influence and are influenced by participation and performance in sport, exercise, and physical activity, and the application of the knowledge gained through this study to everyday settings.

*Prerequisites:* Minimum grade of C- in at least one of PSYC 223, PSYC 233, PSYC 241, PSYC 258, plus one of PSYC 267, PSYC 275 or PSYC 281.

**PSYC-307****Health Psychology**

3 Credits (45:0:0 hours)

This course examines how biological, psychological, and social factors affect the efforts people make in maintaining health and addressing illness, the effectiveness with which they cope with and reduce stress and pain, and the recovery, rehabilitation and psychosocial adjustment of patients with serious health problems.

*Prerequisites:* Minimum grade of C- in PSYC 104 and PSYC 105 plus at least two 200-level psychology courses.

**PSYC-312****Advanced Research Methods**

3 Credits (45:30:0 hours)

This course emphasizes the following aspects of research methodology: design, analysis, ethics, reporting of results, and issues relevant to various areas of specialization in psychology. The advantages and limitations of particular research designs and the selection of appropriate statistical analysis techniques are explored. Students have the opportunity to gain first-hand experience with different research methodologies along with the statistical techniques used to analyze data. Toward the end of the course, students have the opportunity to present the results of original data in both an oral presentation and through a poster presentation. **Note:** This is a required course for students registered in the honours program.

*Prerequisites:* Minimum grade of C- in PSYC 212 and STAT 252, plus consent of department. STAT 252 may be taken as a co-requisite.

**PSYC-324****Infant Development**

3 Credits (45:0:0 hours)

This course reviews the biological and socio-cultural influences on the development of human infants from conception up to the age of three. Research is discussed that has revealed the physical, cognitive, and psychosocial factors that serve to distinguish normal from abnormal developments. In addition, issues of concern to caregivers/parents are explored.

*Prerequisites:* Minimum grade of C- in PSYC 223.

**PSYC-326****Atypical Development**

3 Credits (45:0:0 hours)

This course provides a theoretical and practical framework for conceptualizing atypical development and psychological disorders of children and adolescents. Prevalent clinical phenomena, treatment methods, approaches to preventing psychological disorders, and promoting optimal development are presented. Developmental, individual, familial, and social factors associated with disruptions in normative psychosocial growth are examined.

*Prerequisites:* Minimum grade of C- in PSYC 223.

**PSYC-328****Adult Development and Aging**

3 Credits (45:0:0 hours)

This course describes and discusses development from early adulthood through the final stages of life. Topics include lifespan development theories and research methods, age changes in cognitive processes, intellectual functioning and personality, changes in relationships and work, physiological changes, psychopathology associated with aging, death and dying, and psychological services for the adult and the aged.

*Prerequisites:* Minimum grade of C- in PSYC 223.

**PSYC-333****Advanced Personality**

3 Credits (45:0:0 hours)

This course is intended to advance students' understanding of personality theory and research. It provides an in-depth analysis of relevant personality theories, and discusses challenges and controversies in the areas of personality structure and processes.

*Prerequisites:* Minimum grade of C- in PSYC 233.

**PSYC-337****Forensic Psychology**

3 Credits (45:0:0 hours)

This course surveys the topic areas addressed by researchers interested in the interface between psychology and the law. The course examines the participation of psychologists and the application of psychological science within the criminal justice system. Topics may include: psychological factors associated with eyewitness and jury experiences, risk assessment, criminal profiling and police investigations, mental disability and law, and the influence of psychology in the legal system. Minimum grade of C- in PSYC 104 and PSYC 105, and in at least two 200-level courses in psychology.

**PSYC-339****Abnormal Psychology**

3 Credits (45:0:0 hours)

This course offers an introduction to topics that outline the study of abnormal behaviour. Using an integrated model that encompasses biological, psychological, and sociocultural perspectives, psychological disorders are examined on a wide range of issues that include assessment, etiology, and treatment. Topics and disorders may include anxiety disorders, mood disorders, sexual and gender identity disorders, eating disorders, substance-related disorders, personality disorders, and schizophrenia.

*Prerequisites:* Minimum grade of C- in PSYC 104 and PSYC 105, plus at least one 200-level psychology course (PSYC 233 or PSYC 275 recommended).

**PSYC-341****Cross-Cultural Psychology**

3 Credits (45:0:0 hours)

This course examines the effect of culture on the development and cognitive processing of human beings. Methods and results in cross-cultural research are reviewed while considering the value of such research for determining human universals. Emphasis is placed upon examining whether there is variability across cultures for basic psychological events, such as perception, development, and social behaviour. In addition, cultural factors are considered by examining some of the similarities and differences across a sample of the various ethnic communities that comprise our Canadian culture.

*Prerequisites:* Minimum grade of C- in PSYC 104 and PSYC 105 and in either PSYC 241 or ANTH 207.

**PSYC-350****Human Memory**

3 Credits (45:0:0 hours)

This course reviews theoretical perspectives and empirical research methods that are related to the study of human memory. These provide the foundation for reviewing historical approaches, biological bases, multiple forms of memory (e.g., working, semantic, autobiographical), and everyday applications of memory strategies. In addition, this course also reviews the nature of forgetting, amnesia, memory disorders, as well as several applied memory issues (e.g., memory and reality, memory and the law).

*Prerequisites:* Minimum grade of C- in PSYC 258.

**PSYC-355****Social Cognition**

3 Credits (45:0:0 hours)

This course examines the operation of basic cognitive mechanisms that guide perception, attention, memory, thinking, judgments, and reasoning, as they apply to social stimuli and contexts, and their behavioural and interpersonal consequences. This examination involves reviewing theoretical perspectives (e.g., cognitive, neuroscience, evolutionary) and empirical research on a variety of topics concerning our own and others' thoughts, feelings and behaviours in social applications.

*Prerequisites:* Minimum grade of C- in PSYC 258. PSYC 241 is strongly recommended.

**PSYC-358****Comparative Cognition**

3 Credits (45:0:0 hours)

Cognitive skills and processes differ across species, in ways that are functionally significant. This course explores similarities and differences in memory, decision-making, risk assessment, biological constraints on learning, and various aspects of intelligence across the animal kingdom.

*Prerequisites:* Minimum grade of C- in PSYC 212 and PSYC 258.

**PSYC-367****Laboratory in Human Perception**

3 Credits (30:15:0 hours)

This course presents a practical introduction to techniques used to measure perceptual performance. Lectures cover advanced topics in sensation and perception with special emphasis on visual and auditory perception. Students also conduct experiments and complete laboratory assignments that introduce concepts of psychophysical research design and data analysis.

*Prerequisites:* Minimum grade C- in PSYC 212 and PSYC 267.

**PSYC-370****Human Sexuality**

3 Credits (45:0:0 hours)

This course offers a multidisciplinary perspective of human sexuality in a diverse world. Human sexual function is explored from biological and developmental as well as psychosocial and cultural perspectives. There is also a comprehensive discussion of human reproduction and medical aspects of sexual function and dysfunction.

*Prerequisites:* Minimum grade of C- in at least three 300-level psychology courses.

**PSYC-373****Evolution and Human Behaviour**

3 Credits (45:0:0 hours)

This course is an introduction to the study of human behaviour within an evolutionary context. Adaptive physiology, traits, perception, cognition and other behaviours are explored by examining theories, methods, and results of research from various fields including psychology, anthropology, economics and biology.

*Prerequisites:* Minimum grade of C- in at least two 200-level psychology courses.

**PSYC-375****Applied Neuropharmacology**

3 Credits (45:0:0 hours)

This course focuses on the mechanisms by which clinically active drugs exert their effects. Students gain an understanding of drug action by examining neuropharmacology at molecular and cellular levels of analysis and exploring major neurotransmitter systems in the CNS (central nervous system). The effects of psychoactive drugs on major nervous system functions such as movement, sleep, and memory are reviewed. The pathogenesis and pharmacological management of major neurological and psychiatric disorders are also discussed.

*Prerequisites:* Minimum grade of C- in PSYC 275.

**PSYC-377****Human Neuropsychology**

3 Credits (45:0:0 hours)

This course is an introduction to changes in behaviour and higher mental processes which result from structural changes to the brain. Through the use of clinical examples, the student becomes familiar with the neuroanatomical correlates of normal and abnormal behaviour in humans. The processes of neuropsychological assessment and diagnosis after insults to the brain is discussed.

*Prerequisites:* Minimum grade of C- in PSYC 275

**PSYC-385****Applications of Learning**

3 Credits (45:0:0 hours)

This course examines the ways in which principles of conditioning and learning have been applied to areas of human concern. The basic concepts, specific techniques, and ethical issues involved in the field of behaviour modification are surveyed.

*Prerequisites:* Minimum grade of C- in PSYC 281.

**PSYC-391****Psychology of Consciousness**

3 Credits (45:0:0 hours)

This course focuses on the relations between the subjective experience of consciousness and the theoretical concepts from a variety of psychological perspectives, including cognitive science, phenomenology, neuropsychology, developmental processes, evolutionary psychology, cross cultural psychology and transpersonal perspectives. Additionally, various experiences of consciousness are considered including sleep, dreams, drug effects, meditation, hypnosis, daydreaming, paranormal experiences, trance states, and near death experiences.

*Prerequisites:* Minimum grade of C- in PSYC 233 and at least one additional 200-level psychology course.



**PSYC-400****Psychology Senior Seminar**

3 Credits (0:0:45 hours)

As a capstone course, the Senior Seminar allows students to integrate and apply the skills and knowledge acquired throughout their earlier training. Students focus on contemporary topics and controversies, including issues relevant to both academic and professional psychologists. **Note:** This course is restricted to students in the final year of their program, with preference to those completing the Honours program. *Prerequisites:* Consent of the department.

**PSYC-405****Special Topics in Psychology**

3 Credits (0:0:45 hours)

This course provides an in-depth study of a psychology specialization or of a current issue in psychology. The topic for the course varies year to year and is announced prior to enrolment. Possible topics include human and computer interactions, psychology and law, ethical issues related to psychological research and practice, the impact of the human genome project on the study of psychology, and the nature versus nurture debate.

*Prerequisites:* Minimum grade of C- in at least one 200-level course in psychology and consent of the department.

**PSYC-406****Advanced Experimental Psychology**

3 Credits (0:0:45 hours)

This course provides an in-depth study of a specialized area or current issue in experimental psychology. The topic for the course varies year to year and is announced prior to enrolment. Possible topics include neuroimaging techniques, comparative models of addiction, and evolutionary influences on interpersonal attraction. Students should consult with faculty members in the Department of Psychology for details about current offerings.

*Prerequisites:* Minimum grade of C- in at least one 300-level course in psychology or consent of the department.

**PSYC-408****Positive Psychology**

3 Credits (45:0:0 hours)

Positive psychology focuses on the nature, development, and impact of character strengths, thoughts, emotions, behaviours, and environments that foster well-being and a meaningful life. This course examines historical and theoretical perspectives on positive psychology, and contemporary research on such topics as well-being, mindfulness, resilience, self-regulation, and positive environments. It also examines applications of positive psychology to clinical psychology, physical health, and other domains.

*Prerequisites:* A minimum grade of C- in PSYC 212 and at least two 300- or 400-level courses in psychology.

**PSYC-423****Topics in Development**

3 Credits (0:0:45 hours)

This course provides an in-depth study of a topic in developmental psychology. The theoretical, methodological and applied issues are emphasized. The topic for the course varies year to year and is announced prior to enrolment. Possible topics include the role of parents in development, prenatal development, infancy, adolescence, cognitive development, social development, physical development or ecological theories of development.

*Prerequisites:* Minimum grade of C- in PSYC 223.

**PSYC-431****Psychometrics**

3 Credits (45:0:0 hours)

This course provides an overview of theories, principles, and applications of psychological testing and assessment. The focus is on standardized psychological tests in the areas of intelligence, aptitude, personality, interests, and attitudes and values.

*Prerequisites:* Minimum grade of C- in PSYC 339 and STAT 151 or equivalent.

**PSYC-435****Introduction to Clinical Psychology**

3 Credits (0:0:45 hours)

This course examines the profession of clinical psychology, including topics such as clinical assessment and diagnosis, clinical judgment and decision making, psychotherapeutic and community interventions and professional ethics.

*Prerequisites:* Minimum grade of C- in PSYC 339.

**PSYC-437****Topics in Forensic Psychology**

3 Credits (0:0:45 hours)

In this course, students critically discuss contemporary issues in forensic psychology in a seminar-based format. Material is drawn from both historical and current primary resources, with emphasis on research literature that explores theoretical and empirical approaches to the topic area. Evaluation is largely based on class presentations, participation, and written assignments. Topics vary from year to year, and may include (but are not limited to) psychopathy, deception, eyewitness memory, risk assessment, sexual and violent offenders, mental illness and crime, malingering, and ethical and legal issues in forensic psychology.

*Prerequisites:* Minimum grade of C- in PSYC 337.

**PSYC-438****Psychological Interviewing and Professional Skills**

3 Credits (45:0:0 hours)

This course concerns the study and development of professional helping skills. Topics include the helping relationship, interviewing skills, listening skills, confrontation skills, ethical and legal decision-making, prevention of professional burnout. Please note that a large portion of the course involves role-playing exercises and participation in these exercises counts for a significant portion of one's grade.

*Prerequisites:* Minimum grade of C- in PSYC 435, plus at least two of PSYC 326, PSYC 377, PSYC 385 and PSYC 431. With consent of the department, PSYC 435 may be permitted as a Co-requisite.

**PSYC-439****Field Placement in Clinical Psychology****3 Credits (0:0:135 hours)**

In this course, students will be assigned to a psychologist in a public, private, or non-profit program where they apply their knowledge of abnormal psychology in a supervised field placement in the community. The student is involved in a project, which significantly contributes to the organization's clinical practice (e.g., program manual, guidelines for practice) or to the organization's research endeavours (e.g., evaluation of a service within the program). **Note:** This course does not fulfil the 400-level credit requirement of the Psychology major and minor. The number of placements may be limited in any given term and therefore course enrolment will be contingent on the student's grade in these two courses and on the student's personal interests and skills. Certain placements may require other course prerequisites or co-requisites, depending on the nature of the field placement (e.g., PSYC 312, PSYC 431, PSYC 435, PSYC 438, or PSYC 456).

*Prerequisites:* Minimum grade of C- in PSYC 339 and PSYC 212, and consent of the department.

**PSYC-449****Topics in Social Psychology****3 Credits (0:0:45 hours)**

This course offers an in-depth study of a specific topic in social psychology. The theoretical, methodological and applied issues are emphasized. The topic for the course varies year to year and is announced prior to enrolment. Possible topics include eyewitness testimony, prejudice and discrimination, media influences on aggression and interpersonal attraction.

*Prerequisites:* Minimum grade of C- in PSYC 212 and PSYC 241.

**PSYC-456****Cognitive Assessment****3 Credits (45:15:0 hours)**

This course covers the fundamentals of cognitive assessment, including test administration, scoring, interpretation, and report writing. The techniques and tools for evaluating several areas of cognitive functioning including intelligence, attention, memory, language, perception, learning, and complex cognitive processes such as critical thinking, problem solving, and creativity are surveyed. The Wechsler tests (e.g., WAIS-IV, WISC-IV, WPPSI-IV, WASI) and academic achievement measures are highlighted in this course.

*Prerequisites:* Minimum grade of C- in PSYC 339.

**PSYC-467****Special Topics in Perception****3 Credits (0:0:45 hours)**

In this course, students critically discuss contemporary issues in sensation and perception in a seminar-based format. Material is largely drawn from both historical and current primary resources, with an emphasis on research literature that explores links between neural mechanisms and perceptual performance. Evaluation is based on class participation and written assignments.

*Prerequisites:* Minimum grade of C- in PSYC 212 and in PSYC 267 or PSYC 275.

**PSYC-473****Advanced Evolutionary Psychology****3 Credits (30:15:0 hours)**

Students examine theory and evidence related to evolutionary psychology as applied to humans and other animals. In addition to analysis of journal articles and other primary sources, students replicate several studies in the laboratory in order to see first-hand some typical research methods associated with the field.

*Prerequisites:* Minimum grade of C- in PSYC 212 and PSYC 373.

**PSYC-475****Comparative Neuroanatomy****3 Credits (30:15:0 hours)**

This is an advanced course in neuroanatomical circuitry, examining CNS (central nervous system) functions at molecular, cellular, and systems levels. The anatomy and functions of various tract systems and nuclei are compared across species. Fundamental concepts of nervous system organization, such as adaptation, lateral inhibition, and columnar organization of the cortex are discussed. The course features a combination of lectures and seminars based on readings of primary empirical literature. This course includes lab work in the gross CNS anatomy of a variety of species as well as microscopic examination of brain sections.

*Prerequisites:* Minimum grade of C- in PSYC 275 and a minimum grade of C- in at least two of PSYC 358, PSYC 367, PSYC 375, PSYC 377 or consent of the department.

**PSYC-490A****Honours Thesis I****3 Credits (0:0:45 hours)**

Under the direction of a faculty member, students conduct an empirical research project culminating in the Honours Thesis and formal presentation of research findings. **Note:** This course is open only to students in the Psychology honours program. Students complete both PSYC 490A and 490B in consecutive terms to attain credit in this course.

*Prerequisites:* Minimum grade of C- in PSYC 312 and consent of the department.

**PSYC-490B****Honours Thesis II****3 Credits (0:0:45 hours)**

The Honours thesis course needs to be split into two 3 credit courses as opposed to one 6 credit course applied to the first term only. This permits honours students to maintain full-time student status and the attendant benefits in the second term of their final year, and prevents them from being flagged as having a course overload in first term. Compared to the old MCS for PSYC 490, changes were made to the course number, transcript title, total course hours, actual contact hours, IH hours, prerequisites, calendar description, course content, and methods of student evaluation.

*Prerequisites:* Minimum grade of C- in PSYC 312 and consent of the department.

**PSYC-496****Individual Research**

3 Credits (0:0:45 hours)

In this course, students pursue a research project in depth in collaboration with a member of the department or approved professional in the community. Examples of such projects may include directed reading, library research, and/or laboratory or field experience. A formal review paper, research proposal, research report, annotated bibliography, and/or essay is required. This course is primarily intended for science students.

*Prerequisites:* Minimum grade of C- in at least 12 credits in psychology at the 200 level including PSYC 267 or PSYC 275, 9 credits in psychology at the 300 level, and consent of the department.

**PSYC-498****Individual Study**

3 Credits (0:0:45 hours)

In consultation with, and supervised by a member of the department or an approved professional in the community, a senior student may pursue a single research topic in greater depth than is possible within traditional undergraduate courses. Examples of such projects may include directed reading, library research, and/or laboratory or field experience. A formal review paper, research proposal, research report, annotated bibliography, and/or essay is required.

*Prerequisites:* Minimum grade of C- in at least 15 credits of 200-level psychology courses and 9 credits of 300-level psychology courses, plus consent of the department.

**SCIE-010****Science 10**

5 Credits (90:0:0 hours)

Science 10 is based upon the content of Alberta Learning's Science 10. The major topics include energy from the sun, energy and matter in living systems, energy and matter in chemical change, and change in energy. *Prerequisites:* Science 9 or equivalent.

**SCIE-200****Scientific Communication**

3 Credits (45:0:0 hours)

This course focuses on skills critical to success in science: scientific communication, information literacy, and research ethics. In the process, students develop critical thinking skills; develop an understanding of the scientific inquiry process; work with information technology; develop information retrieval, report preparation, editing, peer review, and presentation skills; and learn about current research and applications of science

*Prerequisites:* Minimum grade of C- in ENGL 102. *Co-requisite:* At least one 200+ level laboratory science course..

**SCMT-200****Introduction to Global Supply Chain Management**

3 Credits (45:0:0 hours)

Students are introduced to the importance of logistics and the supply chain processes in a global context. Students learn the various components and drivers of the supply chain and their logistical requirements which are essential to the competitive success of a company. Topics include: defining the supply chain and its participants and activities, purchasing, inventory management, transportation management, warehousing, integration (within and across organizations), performance measurement in the supply chain, modeling supply chain problems, strategic fit in the supply chain, and global logistics. Contemporary issues and trends in international supply chain management are integrated into the above-mentioned topics. **Note:** Students may receive credit for only one of ASCM 200 or SCMT 200.

*Prerequisites:* BUSN 201 or MGMT 121.

**SCMT-205****Introduction to e-Business**

3 Credits (45:0:0 hours)

Students learn both the management and technical skills to design and implement an e-Business platform. Students focus on management issues surrounding web deployment and the fit between internet technology and corporate strategy. Topics include: hardware and software infrastructure, data storage and retrieval, design and maintenance of the corporate web, marketing, branding, revenue models and risk management. Credit can only be obtained in only one of ASCM 205 or SCMT 205.

*Prerequisites:* BUSN-201 and MARK-301.

**SCMT-305****Transportation Management**

3 Credits (45:0:0 hours)

Students learn transportation modes (road, rail, water, air, pipeline and inter-modal transportation), their place in the economy, and the regulatory environment in which they operate. Students also study advanced aspects of transportation operations, from both the carrier's and the shipper's point of view. Topics include some elements of transportation economics, cost/service characteristics of the transportation modes, selection of carriers and routes, use of third party logistics (3PL), terminal services, freight consolidations, shipping schedules and information/ documentation flows. The focus is on the transportation contract and carrier-shipper relationships within global as well as domestic supply chain context. Credit can be obtained in only one of ASCM 305 or SCMT 305.

*Prerequisites:* ECON 102.

**SCMT-307****Principles of Quality Management**

3 Credits (45:0:0 hours)

Students develop and present the business case for implementation of a quality system. Focusing on the supply chain, students research and formulate strategies to implement and manage a quality system by integrating prerequisite theories of organizational design, teamwork, empowerment, motivation and leadership into the quality system. Topics include: approaches to quality, quality tools, cost of quality, organizational support for quality, and quality within supply chain context. Credit can be obtained in only one of ASCM 307 or SCMT 307.

*Prerequisites:* MARK 301, MGMT 103 and ORGA 201.

**SCMT-320****Production Planning and Scheduling**

3 Credits (45:0:0 hours)

Students explore specific techniques for production planning and scheduling. Students evaluate production operations like make-to-stock and make-to-order environments. Students also examine various models in scheduling, planning, and distribution, while using spreadsheet applications and planning software. Credit can be obtained in only one of ASCM 302 or SCMT 320.

*Prerequisites:* MGTS-352 and MSYS-200.

**SCMT-322****Business Logistics Management**

3 Credits (45:0:0 hours)

Students study logistics strategy and the analysis of logistics systems with a focus on the distribution of products from production to customers. Topics include customer service levels and order processing, distribution channel and network planning, warehousing and materials handling systems, inventory policies and systems, transportation and delivery routing and scheduling, and logistics strategies and performance measurements.

*Prerequisites:* MGTS 352.

**SCMT-324****Purchasing and Supply Management**

3 Credits (45:0:0 hours)

Students build on basic business knowledge to focus on key concepts of corporate purchasing and supply management. The course begins by placing the purchasing function within the context of an organization's operations and within the operations of the supply chain and moves to the strategic view of the subject including the identification of issues in creating contractual relationships with suppliers. Credit can be obtained in only one of ASCM 203 or SCMT 324.

*Prerequisites:* BUSN 201.

**SCMT-403****Supply Chain Planning and Coordination**

3 Credits (45:0:0 hours)

Students integrate the practice and theory of advanced topics in supply chain management. Students analyze comprehensive case studies and develop and communicate solutions spanning multiple disciplines including procurement, logistics, production, information systems and performance measurement. Topics include: selection of an efficient supply chain aligned to marketing strategy, logistics network planning, product availability and advanced inventory management, managing variation along the supply chain, postponement and tailored sourcing, modeling supply chain contracts, joint demand and supply management, supply chain coordination and advanced planning systems. Credit can be obtained in only one of ASCM 403 or SCMT 403.

*Prerequisites:* SCMT 320 and COOP 495.

**SCMT-404****e-Business Execution**

3 Credits (0:0:45 hours)

Students study the use of technology and information in supporting supply chain relationships. Through academic research and case study analysis, students integrate current best practices with emerging technology to meet the challenge of providing the supply chain with information. A student may receive credit for only one of ASCM 404 and SCMT 404.

*Prerequisites:* MSYS 200 and SCMT 205.

**SCMT-407****Global Sourcing and Logistics**

3 Credits (45:0:0 hours)

Students expand and apply their knowledge of purchasing and transportation/logistics in an international setting. The course covers strategic and operational logistics decisions around international sourcing. Topics include: planning of international sourcing; international transportation and logistics; trading terms and payment mechanisms; and tariff treatments and import documentation. Credit can be obtained in only one of ASCM 407 or SCMT 407.

*Prerequisites:* SCMT 324, SCMT 305.

**SCMT-408****Business Negotiations and Supplier Management**

3 Credits (45:0:0 hours)

Students utilize their knowledge and skills in business negotiations and supplier management to plan and execute negotiations in order to facilitate the development of strategic alliances and partnerships within the supply chain. Topics include: business negotiation, strategic sourcing and alliances, process development and maintenance and competitive bidding. Credit can be obtained in only one of ASCM 408 or SCMT 408.

*Prerequisites:* SCMT 324, LEGL 210 and ORGA 201.

**SCMT-425****Supply Chain Process Management**

3 Credits (45:0:0 hours)

Students develop the knowledge and tools for design, improvement and integration of business processes within an organization and between supply chain partners. Through use of a supply chain operation reference model and supply chain mapping and simulation tools, students are able to analyze and integrate collaborative supply chain processes based on best practices. Topics include: supply chain improvement projects, business process re-engineering and integration, lean operations and process flow management, six-sigma quality programs, flow variability and process capability, supply chain performance measurements, and benchmarking supply chain processes against world class companies.

*Prerequisites:* SCMT 320, SCMT 324, SCMT 322, SCMT 307.

**SCMT-498****Independent Studies in Supply Chain Management**

3 Credits (0:0:45 hours)

In consultation with, and supervised by, a member of the department or an approved professional in the community, a senior student undertakes advanced scholarly work related to the field of supply chain management. The faculty member guides the student in designing and undertaking this work, using appropriate assumptions and methods to arrive at warranted conclusions and outcomes that will advance supply chain management knowledge or practice or create meaningful results. *Prerequisites:* Consent of the course instructor and the chair.

**SOCI-100****Introductory Sociology**

3 Credits (45:0:0 hours)

This course consists of an analysis of the nature of society, the interrelationships of its component groups, and the processes by which society persists and changes. Society is analyzed in terms of its structure and culture, interrelationships between various institutions (e.g. family, religion, school, government) and the process whereby an individual is socialized into society.

**SOCI-101****Canadian Society**

3 Credits (45:0:0 hours)

This course analyzes major dimensions of Canadian Society including ethnic diversity (through historical immigration), Aboriginal rights, the evolution of Quebec nationalism, the economic, political and cultural dominance of the USA, multinational/transnational corporate control, and globalization. Regional differences within the country are also discussed (e.g. state policy, uneven development, and elite control) as well as the sustainability of Canadian nationalism.

*Prerequisites:* Minimum grade of C- in SOCI 100.

**SOCI-102****Social Problems**

3 Credits (45:0:0 hours)

This course analyzes the factors that constitute “social problems”, as well as the cultural forces that influence their development. A wide range of specific social problems are explored, and may include crime, economic deprivation, social inequality, prejudice and discrimination, human rights violations, family violence, and environmental crises.

*Prerequisites:* Minimum grade of C- in SOCI 100.

**SOCI-224****Deviance and Conformity**

3 Credits (45:0:0 hours)

This course is an introduction to the study of deviance, conformity, and social control. The course will explore processes and factors which influence the definition of deviance and conformity. Theory and research on a wide range of specific topics will be analyzed, and may include topics such as sexuality, addiction, religion, youth, mental disorder, and physical appearance.

*Prerequisites:* Minimum grade of C- in SOCI 100.

**SOCI-225****Criminology**

3 Credits (45:0:0 hours)

Criminology is the search for and explanation of general patterns or regularities characterizing the law-breaking behaviour of individuals. The course is an introduction to the sociological study of crime and a critical appraisal of theoretical explanations and methods of conducting research.

*Prerequisites:* Minimum grade of C- in SOCI 100.

**SOCI-241****Social Psychology**

3 Credits (45:0:0 hours)

This course provides an introduction to the study of a variety of individual and group behaviours observed in social processes. In addition to addressing the nature of social psychological research, this course covers an array of topics including social cognition, social perception and the power of social influence. Furthermore, the course explores the development and processes of self-knowledge, self-evaluation, attitude formation, deindividuation, groupthink as well as other facets of social psychology. **Note:** SOCI 241 and PSYC 241 may not both be taken for credit.

*Prerequisites:* Minimum grade of C- in SOCI 100 or PSYC 104 or PSYC 105.

**SOCI-251****Population and Society**

3 Credits (45:0:0 hours)

This course examines population trends and problems in Canada and the rest of the world; social and cultural factors underlying fertility, mortality, and migration patterns, urbanization, population explosion, population theory, and policy concerns.

*Prerequisites:* Minimum grade of C- in SOCI 100.

**SOCI-269****Introductory Sociology of Globalization**

3 Credits (45:0:0 hours)

This course introduces students to the processes and implications of globalization within a Canadian and international context. It emphasizes the key organizations and institutions at the centre of contemporary globalization, the implications of globalization in relation to political, economic, socio-cultural, ecological and ideological relations, and the role of globalization in the opportunities and constraints felt by individuals in society.

*Prerequisites:* Minimum grade of C- in SOCI 100.

**SOCI-271****Introduction to the Family**

3 Credits (45:0:0 hours)

This course is a survey of sociological perspectives on, and research into families. While the emphasis is on current trends and institutional characteristics in Canada, marriage and families are examined in the context of cross-cultural and historical elements.

*Prerequisites:* Minimum grade of C- in SOCI 100.

**SOCI-301****Sociology of Gender**

3 Credits (45:0:0 hours)

This course analyzes some of the differences, real and imagined, between males and females in Canadian society, within a historical and cross-culture context. The course examines gender in three parts: explanations offered for differences between males and females, lifelong socialization into male and female gender roles, and the consequences that ensue from that learning.

*Prerequisites:* Minimum grade of C- in at least one 200-level Sociology course.

**SOCI-310****Introduction to Social Statistics**

3 Credits (45:0:0 hours)

This course focuses on the essentials of statistics for social researchers. Students learn about statistical reasoning and the main descriptive and inferential techniques used to examine sociological data. Descriptive statistics such as measures of central tendency and variability and graphic displays including frequency distributions, histograms, and bar charts as well as inferential statistics such as t-tests, f-tests, Chi-square tests, and Pearson's r will be examined and their sociological relevance established. Restricted to Sociology majors or with permission of the Department of Sociology.

*Prerequisites:* Minimum grade of C- in any SOCI 200-level course

**Note:** This course may not be taken for credit if credit has been obtained in STAT 151.

**SOCI-315****Social Research Methods**

3 Credits (45:0:0 hours)

This course examines a variety of quantitative and qualitative social research methods. Social research methods are techniques used to obtain information that answers questions about the social world. Quantitative methods include experiments, surveys, and systematic observation while qualitative methods include interviews, ethnography, and various unobtrusive measures. Students learn how to formulate research questions, collect the appropriate data, interpret research findings and write research reports. Restricted to Sociology majors or with permission of the Department of Sociology.

*Prerequisites:* Minimum grade of C- in any Sociology 200 level course.

**SOCI-316****Social Survey Methods**

3 Credits (45:30:0 hours)

This course examines the production of data in sociological research through the design and use of survey documents. Topics include ethical, methodological and design issues, the design and organization of questionnaires, sampling techniques, data collection options, the use of computer support in processing and analyzing data, and the creation of meaningful reports of survey results.

*Prerequisites:* Minimum grade of C- in SOCI 315 or PSYC 212.

**SOCI-320****White Collar/Corporate Crime Criminality**

3 Credits (45:0:0 hours)

This course examines current legal, policy and theoretical debates over the regulation of various aspects of criminality identified as organizational, white-collar and/or corporate crime. Different theoretical perspectives on the nature, extent and cause of corporate crime and the role of the state in regulating corporate behaviour are covered.

*Prerequisites:* Minimum grade of C- in SOCI 225.

**SOCI-321****Youth, Crime and Society**

3 Credits (45:0:0 hours)

This course is a survey of the understanding and treatment of youth in the Canadian criminal justice system. It examines the nature, extent, and regulation of youth crime in Canada as well as historical and contemporary youth justice.

*Prerequisites:* Minimum grade of C- in SOCI 225.

**SOCI-327****Criminal Justice Administration in Canada**

3 Credits (45:0:0 hours)

This course takes a comprehensive look at the basic features of the criminal justice system in Canada. Specifically, it examines the evolution and evaluation of theories of punishment; the law, the police and the courts; penal and reformatory institutions; probation and parole; research and practice in reform and rehabilitation.

*Prerequisites:* Minimum grade of C- in SOCI 225.

**SOCI-329****Sociology of Law**

3 Credits (45:0:0 hours)

This course examines conceptual, practical and philosophical relationships between law and society. The key emphasis is on processes by which legal rules are created, maintained and changed, and law as an instrument of social control and change.

*Prerequisites:* Minimum grade of C- in SOCI 225.

**SOCI-332****Classical Sociological Theory**

3 Credits (45:0:0 hours)

Description: This course focuses on an in-depth analysis of the emergence and development of classical perspectives on society and human nature. Emphasis is placed on the sociological theories of 'founding figures' such as Marx, Durkheim, and Weber, although the contributions of others may be discussed. Social theories are compared and assessed in terms of issues such as the individual versus society, idealism versus materialism, and conflict versus consensus.

*Prerequisites:* Minimum grade of C- in a 200-level course in sociology.

**SOCI-333****Contemporary Theory**

3 Credits (45:0:0 hours)

This course follows the continued development of social (and especially sociological) theorizing since the mid-20th century. Theoretical perspectives to be analyzed include neo-functionalism, critical theory, world systems theory, interactionism, feminist theory, post-structuralist theory, postmodern theory, and more. The application of these theories to contemporary critical debates and societal issues are emphasized.

*Prerequisites:* Minimum grade of C- in SOCI 332.

**SOCI-361****Social Inequality in Canada**

3 Credits (45:0:0 hours)

This course explores the structures and institutions within which Canadians reside and which determine relations of ruling and inequality. With a specific focus on power and resistance, students examine the ways in which people in particular social groups have power over those in other social groups. Issues of racism, sexism, sexuality, and the economy are central in this course.

*Prerequisites:* Minimum grade of C- in SOCI 101 or SOCI 102, plus at least one 200-level course in sociology.

**SOCI-362****Organization of Work**

3 Credits (45:0:0 hours)

This course explores the meaning and organization of work, with a specific focus on Canada. Areas covered include properties of work organization (division of labour and specialization), technology and working knowledge, and social inequality that results from a polarized labour force.

*Prerequisites:* Minimum grade of C- in at least one 200-level Sociology course.

**SOCI-363****Sociology of Mental Illness**

3 Credits (45:0:0 hours)

This course explores mental illness from a sociological perspective with particular emphasis on Canadian society and a focus on historical, legal, and theoretical approaches as well as the role of institutions and individuals in the construction of "madness". Students examine and challenge the meanings that "madness" plays in our society, the ways in which our society manages mental disorders, and the consequences to those considered mentally ill.

*Prerequisites:* Minimum grade of C- in any 200-level course in sociology.

**SOCI-368****Race and Ethnic Relations in Canada**

3 Credits (45:0:0 hours)

This course consists of a sociological examination and analysis of race and ethnicity in Canada with a specific focus on themes such as racism, ethnicity, multiculturalism and identity. A central focus is placed on how issues of 'race' and the racialization of certain groups are conceptualized in political and academic discourse, and how these understandings explain and justify inequality.

*Prerequisites:* Minimum grade of C- in any 200-level sociology course.

**SOCI-377****Sociology of Youth**

3 Credits (45:0:0 hours)

This course focuses on the comparative analysis of youth in various types of societies, with special emphasis on Canada. Analysis includes investigation of social structures and processes influencing the behaviours and experiences of young people historically and within contemporary society.

*Prerequisites:* Minimum grade of C- in at least one 200-level course in sociology.

**SOCI-387****Sociology of Religion**

3 Credits (45:0:0 hours)

This course explores religion from a sociological perspective, placing emphasis on the role of religion in a variety of global contexts. This course explores a variety of religious collectives, historical and contemporary, to illustrate the centrality of religion to social, cultural, and political life. Students examine definitional approaches to and theoretical perspectives of religion as well as the reciprocal nature of the interaction between religion and society.

*Prerequisites:* Minimum grade of C- in a 200-level course in sociology.

**SOCI-393****Politics and Social Change**

3 Credits (45:0:0 hours)

This course explores the process of social change, focusing on how institutions shape and are shaped by collective organization in an effort to bring about social change. Social change is broadly defined to include economic, political, environmental, and technological change. Students examine a variety of groups pursuing social change and their relationship to key social institutions, such as the media and the state.

*Prerequisites:* Minimum grade of C- in a 200-level course in sociology.

**SOCI-400****Senior Seminar**

3 Credits (0:0:45 hours)

A capstone course is one in which students synthesize and apply the knowledge they have acquired in theory, methodology, and substantive subject-matter, in preparation for advanced education or entry into professional careers. In Sociology, this synthesis of knowledge reflects the "sociological imagination" (C. Wright-Mills, 1959) - the ability to recognize the interplay between individual experiences and public issues. In this course, students use their sociological imaginations in self-directed analyses of current societal issues, social problems, or controversies, building a body of diverse work that illustrates the knowledge and skills they will be carrying into their future educational, professional, and/or individual roles within a dynamic, multicultural society.

*Prerequisites:* Minimum grade of C- in a 300-level sociology course and consent of the department. Preference will be given to students in the Sociology major and the Honours program.

**SOCI-402****Special Topics in Sociology**

3 Credits (0:0:45 hours)

This course provides an in-depth study of a selected topic in sociology. The topic for the course varies from year to year and is announced prior to enrolment. Possible topics include sport and gender, sociology of aging, sociology of religion, sociology of health and illness, critical media studies, and sociology of globalization.

*Prerequisites:* Minimum grade of C- in any 300-level course in sociology.

**SOCI-416****Quantitative Research Methods**

3 Credits (45:0:0 hours)

This course examines quantitative research methods in Sociology. Topics covered include: advanced measurement and design issues, probability sampling issues, ethical issues, systematic observation, survey construction, experimental design, secondary analysis of existing information, and unobtrusive measures. Restricted to Sociology majors or with the consent of the Sociology Department.

*Prerequisites:* Minimum grade of C- in SOCI 310 and SOCI 315.

**SOCI-418****Qualitative Research Methods**

3 Credits (45:0:0 hours)

This course examines qualitative research methods in sociology. Topics covered include: designing qualitative research, ethical issues, interviews, focus groups, ethnography, action research, unobtrusive measures, case studies, content analyses, and the use of triangulation in research.

*Prerequisites:* Minimum grade of C- in SOCI 315 or (with consent of the instructor) PSYC 212.

**SOCI-421****Sociology of Punishment**

3 Credits (0:0:45 hours)

This course is an examination and explanation of the historical and contemporary social underpinnings of punishment and the criminal justice system. Topics may include: the social and historical context of punishment; the rationale, principles and goals of sentencing; and current trends in Canadian corrections.

*Prerequisites:* Minimum grade of C- in SOCI 327.

**SOCI-422****Aboriginal Peoples and Justice**

3 Credits (45:0:0 hours)

The course is a survey of the involvement of Aboriginal peoples as offenders, victims and service providers in the Canadian criminal justice system at a variety of levels, including policing, courts, corrections, and aftercare. Special attention is given to historic pressures and consequent socio-demographic and political situation of First Nations which contribute to rates of crime and disorder in Aboriginal communities.

*Prerequisites:* Minimum grade of C- in SOCI 327.

**SOCI-424****Advanced Topics in Deviance, Normality And Social Control**

3 Credits (0:0:45 hours)

This course provides an in-depth study of a specific topic or current issue related to deviance, normality and social control. The topic for the course varies year to year and is announced prior to enrolment. Possible topics include the following: sociology of alcohol; youth subcultures; medicalization of deviance; mass media and social control; sexuality; power and popular music; cults; genetic science, deviance and social control.

*Prerequisites:* Minimum grade of C- in at least one 300-level Sociology course and a minimum grade of C- in SOCI-224 or consent of the department.

**SOCI-425****Conducting Sociological Research**

3 Credits (0:0:45 hours)

This course explores the process of conducting research in applied settings. It prepares the student to carry out a specific research project within a public, private or non-profit organization. The course covers general issues in the nature of research, the types of research, planning research, and research ethics. Students learn how to formulate research questions, how to apply appropriate procedures for obtaining answers, how to collect and analyze data, and how to prepare research proposals and reports. **Note:** the course prepares students for the Community Based Criminology Project (SOCI 426).

*Prerequisites:* Minimum grade of C- in SOCI 225 and SOCI 315 and consent of the Department.

**SOCI-426****Community-Based Criminology Project**

3 Credits (0:0:192 hours)

In this course, students are assigned to a public, private, or non-profit criminal justice organization where they apply their knowledge and skills in criminology and criminological research methods (quantitative and/or qualitative) in a supervised research, evaluative, or analytical project. **Note:** This course only fulfills the requirement for the community based criminology project.

*Prerequisites:* Minimum grade C- in SOCI 327 and SOCI 425, and consent of the department.

**SOCI-428****Police and the Community**

3 Credits (45:0:0 hours)

This course explores the roles and functions of Canadian law enforcement agencies as the “gatekeepers” of the criminal justice system. The course draws on an interdisciplinary approach to contextualize community policing and offers a better understanding of the role of the police, offenders and victims.

*Prerequisites:* Minimum grade of C- in SOCI 327.

**SOCI-430****Gender, Crime and Justice**

3 Credits (0:0:45 hours)

This course critically examines key concepts, issues and debates with respect to gender, crime and social justice. The key focus is on gender differences in crime, theories of women’s crime and the treatment of women offenders and victims by the criminal justice system.

*Prerequisites:* Minimum grade of C- in SOCI 225 and SOCI 301.

**SOCI-449****Advanced Topics in Social Psychology**

3 Credits (0:0:45 hours)

This course provides an in-depth study of two or three central topics in social psychology. The theoretical, methodological and applied issues in the selected areas are emphasized. The topics for the course vary from year to year and are announced prior to enrolment. Possible topics include social cognition, social perception, interpersonal attraction, social psychology and health, and social psychology and the environment.

*Prerequisites:* Minimum grade of C- in at least one 300-level sociology course and a minimum grade of C- in SOCI 241 or PSYC 241 or consent of the department.

**SOCI-463****Advanced Topics in Canadian Society**

3 Credits (0:0:45 hours)

This course provides an in-depth study of a topic in Canadian Society. The topic for the course varies from year to year and is announced prior to enrolment. Possible topics include colonialism and the historical development of Canada, regionalism, ethnicity and gender inequities, free trade issues, multinationals and globalization, capitalism, government policy, and/or issues relating to Canadian identity.

*Prerequisites:* Minimum grade of C- in at least one 300-level sociology course and a minimum grade of C- in SOCI 101 or consent of the department.

**SOCI-470****Advanced Topics in the Sociology of Families**

3 Credits (0:0:45 hours)

This course provides an in-depth study of selected topics in the sociology of families. The topic for the course varies from year to year and is announced prior to enrolment. Possible topics include gender and family, comparative family systems, inequality and family, deviance and family and family policy.

*Prerequisites:* Minimum grade of C- in at least one 300-level sociology course and a minimum grade of C- in SOCI 271 or consent of the department.

**SOCI-477****Advanced Topics in Youth**

3 Credits (0:0:45 hours)

This course provides an in-depth study of a specific topic or current issue related to the sociology of youth. The topic for the course varies year to year and is announced prior to enrolment. Possible topics include youth subcultures, comparative youth systems, the social construction of adolescence, youth and inequality, and youth, gender, and popular culture.

*Prerequisites:* Minimum grade of C- in at least one 300-level sociology course and a minimum grade of C- in SOCI 377 or consent of the department.



**SOCI-490A****Honours Thesis I**

3 Credits (0:0:45 hours)

Under the direction of a faculty member, students conduct an empirical or theoretical research project culminating in the Honours Thesis and formal presentation of research findings. **Note:** This course is restricted to, and required of, students in the final year of the Honours Sociology program. Students must complete both 490A and 490B in consecutive terms in order to receive a credit in this course.

*Prerequisites:* Consent of department.

**SOCI-490B****Honours Thesis II**

3 Credits (0:0:45 hours)

Under the direction of a faculty member, students conduct an empirical or theoretical research project culminating in the Honours Thesis and formal presentation of research findings. **Note:** This course is restricted to, and required of, students in the final year of the Honours Sociology program. Students must complete both 490A and 490B in consecutive terms in order to receive a credit in this course.

*Prerequisites:* Consent of department.

**SOCI-498****Individual Study**

3 Credits (0:0:45 hours)

In consultation with, and supervised by, a member of the department or an approved professional in the community, a senior student may pursue a single research topic in greater depth than is possible within traditional undergraduate courses. Examples of such projects may include directed reading, library research, field research and/or placement. A formal review paper, research proposal, research report, annotated bibliography, and/or essay is required. *Prerequisites:* By permission of the department.

**SOST-030****Social Studies 30**

5 Credits (90:0:0 hours)

This course explores the different economic and political systems into which present day nations have organized themselves, and the theories and principles that guide these systems. In order to provide the students with an understanding of the contemporary world, the course focuses on the motives consequences and alternative choices in the twentieth century global interactions since World War I. *Prerequisites:* Social 20 or grade 12 reading and writing level or placement by an advisor.

**SOWK-101****Social Work Philosophy and Ethics**

3 Credits (45:0:0 hours)

This course is intended as an introduction to the study of the social work profession and the evolution of its theory and practices in Canada and elsewhere. The course examines the philosophical base of social work's contemporary identity, as well as its links to other disciplines and human service professions. The course takes a broad look at social work practice principles with an emphasis on helping students to prepare themselves for practicing in caring and anti-oppressive ways in an increasingly diverse society. Ethical traditions and principles are introduced, both as specific guides to practice and as frameworks for consideration of broader social conditions and issues. Relational ethics and the concept of the best ethical self are particularly emphasized. Students are challenged and encouraged to reflect on the knowledge, ideals, values, and attitudes they bring to their learning and to social work practice.

**SOWK-102****Introduction to Social Work Practice**

3 Credits (45:0:0 hours)

This course is an introduction to professional social work practice. Students are introduced to foundational knowledge that underpins the social work profession and the values and ethics that guide practice. Students explore the helping process and learn how to use key social work practice skills in a variety of practice and inter-cultural settings. The course also provides students with the opportunity to critically reflect upon their potential to practice social work in an effective manner.

**SOWK-105****Field Placement**

4 Credits (0:0:240 hours)

The field placements constitute the practical component of the program and are concerned with the integration of theory and practice. They are taken concurrently with the Social Work Practice Methods courses. The overall purpose of the placements is to provide students with the opportunity to apply classroom learning within the context of specific field placement settings. Students also complete suicide prevention training as part of the course. Students have the opportunity to develop and to demonstrate practice skills based on the values, knowledge and skills taught in the core courses of the program. Field education is a form of teaching and learning in which students have the opportunity to experience themselves as developing social workers in a supervised practice setting.

**SOWK-110****Social Work Practice Methods I**

3 Credits (45:0:0 hours)

This course introduces students to social work practice methods and the effective use of skills in their practice. Social work philosophy, values, ethics, and practice skills are examined in the context of professional practice. Social work practice theory including ecological systems and structural models of practice, life stage development, and a strengths-based perspective are examined. Students apply the four stages of an effective interview: the preliminary phase; the beginning phase; the work phase and the ending phase. The course focuses on assisting students to develop awareness of cultural issues and skills in social work practice.

*Prerequisites:* Minimum grade of C- in SOWK 101 and SOWK 102.

*Co-requisite:* SOWK 115.

**SOWK-111****Social Work with Families**

3 Credits (45:0:0 hours)

This course is designed to offer students knowledge and insight into the dynamics of families from a social work perspective. Students examine their families of origin to gain insight into personal attitudes and values. This course helps students develop the knowledge and skills to provide basic services to families in a supportive role. Students examine family systems theory, communication and relationship processes in families, family development and life cycle theory, family strengths and resilience, and cultural aspects of family processes. Students learn to identify family strengths and to provide support to enhance positive family functioning.

*Prerequisites:* Minimum grade of C- in SOWK 101 and SOWK 102.

**SOWK-112****Social Work With Children and Adolescents**

3 Credits (45:0:0 hours)

This course examines child and adolescent developmental life stages, prenatal to adolescence. Students explore lifespan development theory, tasks, needs and issues from a Social Work perspective. Specific emphasis is placed on: understanding the physical, emotional, psychological, sexual, moral and social processes for the child; understanding the needs and responsibilities of parents at each stage of child and adolescent development; critiquing society's roles and reactions to the needs of children, parents, and families; and, describing the nature of social work intervention in each developmental stage and the implications for social policy. Cross cultural aspects of lifespan development are explored.

*Prerequisites:* Minimum grade of C- in SOWK 101 and SOWK 102.

**SOWK-115****Field Placement**

4 Credits (0:0:240 hours)

The field placements constitute the practical component of the program and are concerned with the integration of theory and practice. They are taken concurrently with the Social Work Practice Methods courses. The overall purpose of the placements is to provide students with the opportunity to apply classroom learning within the context of specific field placement settings. Students have the opportunity to develop and to demonstrate practice skills based on the values, knowledge and skills taught in the core courses of the program. Field education is a form of teaching and learning in which students have the opportunity to experience themselves as developing social workers in a supervised practice setting.

*Prerequisites:* SOWK 105. *Co-requisite:* SOWK 110.

**SOWK-201****Group Work**

3 Credits (45:0:0 hours)

This course is designed to develop specific group work skills, an appreciation of the impact of groups, and a recognition of the appropriate use of groups in the social work field. It examines the components of the group process and develops skills in organizing and facilitating groups. Focus is on increasing students' awareness of their own interaction in groups and on demonstrating their ability to use effective social work skills with groups. The students have an opportunity to integrate the theoretical concepts with actual experience by participating in and leading group sessions.

*Prerequisites:* Minimum grade of C- in SOWK 110, SOWK 111 and SOWK 112.

**SOWK-202****Social Work Practice Methods II**

3 Credits (45:0:0 hours)

This course builds on social work practice theory and skills introduced in Social Work Practice Methods I (SOWK 110). Students learn an organized approach to problem solving, including: social work assessment, establishing short and long term goals, implementation of change strategies, and evaluation of their work. Students are encouraged to adopt a strengths-based approach to practice recognizing the social, political, and cultural context of their clients' lives. Discussion of theoretical concepts and experiential learning in the classroom helps students develop and enhance their social work practice skills and articulate a professional model of practice. Students also learn to document their work with clients.

*Prerequisites:* Minimum grade of C- in SOWK 110 and SOWK 111.

*Co-requisite:* SOWK 205.

**SOWK-203****Mental Health, Trauma and Addictions**

3 Credits (45:0:0 hours)

This course provides students with an introduction to mental health, trauma and addictions from a social work perspective. Drawing on a competency-based approach to practice, students examine: the history of the treatment of the mentally ill; definitions of mental illness and mental health; common disorders encountered in practice; substance abuse and concurrent disorders; causative factors of mental illness including the role of trauma; factors that promote mental health; mental health assessments; treatment approaches and resources within the community; and mental health legislation and policy. Students explore their own values, ideas and experiences related to mental health, trauma and addiction and develop sensitivity to cultural issues in defining and treating mental health problems. Specific attention is focused on the role of social workers in the delivery of mental health services.

*Prerequisites:* Minimum grade of C- in SOWK 110, SOWK 111, and SOWK 112. Minimum grade of D in PSYC 104.

**SOWK-204****Social Policy and Anti-Oppressive Practice**

3 Credits (45:0:0 hours)

This course is designed to help students become critically aware of the economic, social and political environment within which they practice social work. The course examines the process by which social policy is developed in Canada and encourages reflection of the ways social workers are influenced by and in turn can influence that process. Students are invited to examine their own values as well as some dominant ideologies and assumptions present within Canada today. Opportunities are provided for students to enhance their understanding of a range of contemporary social issues of particular relevance to the social work profession. A strong theme developed throughout the course is that of understanding the nature of structural and anti-oppressive social work practice.

*Prerequisites:* SOWK 101, SOWK 102, ENGL 102, ENGL 103, SOWK 110, SOWK 111.

**SOWK-205****Field Placement**

4 Credits (0:0:240 hours)

The field placements constitute the practical component of the program and are concerned with the integration of theory and practice. They are taken concurrently with the Social Work Practice Methods courses. The overall purpose of the placements is to provide students with the opportunity to apply classroom learning within the context of specific field settings. Students have the opportunity to develop and to demonstrate practice skills based on the values, knowledge and skills taught in the core courses of the program. Field education is a form of teaching and learning in which students have the opportunity to experience themselves as developing social workers in a supervised practice setting.

*Prerequisites:* SOWK 115. *Co-requisite:* SOWK 202.

**SOWK-210****Community Practice Methods III**

3 Credits (45:0:0 hours)

This course provides students with an introduction to theoretical knowledge and skills for working with communities. Students examine current theories of community development/organization and develop the skills necessary for effective social work intervention and change at the community level. This course includes a local and global perspective and issues related to environment and international development.

*Prerequisites:* SOWK 201, SOWK 202 and SOWK 204.

**SOWK-211****Social Work Practice Methods IV**

3 Credits (45:0:0 hours)

This course provides an introduction to knowledge and skills for social work practice related to family violence. Students examine relevant theory and people's experience of family violence, neglect, deprivation, and separation / loss across the life span. Students also explore topics related to family violence and social work practice from historical, ideological, structural, and cultural perspectives.

*Prerequisites:* Minimum grade of C- in SOWK 201, SOWK 202, SOWK 204. *Co-requisite:* SOWK 203.

**SOWK-215****Field Placement**

4 Credits (0:0:240 hours)

The field placements constitute the practical component of the program and are concerned with the integration of theory and practice. They are taken concurrently with the Social Work Practice Methods courses. The overall purpose of the placements is to provide students with the opportunity to apply classroom learning within the context of specific field placement settings. Students have the opportunity to develop and to demonstrate practice skills based on the values, knowledge and skills taught in the core courses of the program. Field education is a form of teaching and learning in which students have the opportunity to experience themselves as developing social workers in a supervised practice setting.

*Prerequisites:* SOWK 205.

**SPAN-111****Introductory Spanish I**

3 Credits (75:0:0 hours)

Spanish 111 is an introductory course designed for students with limited or no previous knowledge of Spanish. It introduces the sounds of the Spanish language, essential grammatical structures and tenses, and a practical basic vocabulary to aid the student in the development of oral/aural comprehension, expression, reading and writing skills. General aspects of geography, history and culture in Spanish-speaking countries are also introduced. **Note:** Students with native or near-native proficiency cannot take this course. Heritage speakers must consult the department prior to enrolment. Students with a proficiency level beyond this course may be directed to a higher-level course. Students with credit in Spanish 30, Spanish 35 or equivalent cannot receive credit for this course. **Note:** Credit can only be obtained in one of SPAN 101 or SPAN 111.

**SPAN-112****Introductory Spanish II**

3 Credits (75:0:0 hours)

This course is a continuation of SPAN 111 and is intended to further the development of the four language skills and the cultural awareness acquired in SPAN 111. **Note:** Students with native or near-native proficiency cannot take this course. Heritage speakers must consult the department prior to enrolment. Students with a proficiency level beyond this course may be directed to a higher-level course. Students with credit in Spanish 30, Spanish 35 or equivalent cannot receive credit for this course.

*Prerequisites:* Minimum grade of C- in SPAN 111.

**SPAN-211****Intermediate Spanish I**

3 Credits (75:0:0 hours)

Spanish 211 is designed for students to develop and strengthen aural comprehension, expression, reading skills and writing skills acquired in beginner-level courses. **Note:** Students with native proficiency cannot take this course. Heritage speakers must consult the department prior to enrolment. Students with a proficiency level beyond this course may be directed to a higher-level course.

*Prerequisites:* Minimum grade of C- in SPAN 112 or successful completion of Spanish 30, 35, or equivalent course.

**SPAN-212****Intermediate Spanish II**

3 Credits (75:0:0 hours)

Spanish 212 is a continuation of SPAN 211 and is intended to further develop and strengthen the oral comprehension, expression, reading and writing skills acquired in SPAN 211. **Note:** Students with native proficiency cannot take this course. Heritage speakers must consult the department prior to enrolment. Students with a proficiency level beyond this course may be directed to a higher-level course.

*Prerequisites:* Minimum grade of C- in SPAN 211.

**SPAN-216****Contemporary Hispanic Cultures and Oral Practice**

3 Credits (75:0:0 hours)

This course aims to improve the student's production and comprehension of spoken and written Spanish. Conducted in Spanish, this course explores current cultural and social issues in the Hispanic world as seen through various media sources and selected readings. It familiarizes the student with the geography, history and artistic achievements of Spain and Latin America. This course requires oral and written presentations and places emphasis on oral work. **Note:** Students with native proficiency cannot take this course. Heritage speakers must consult the department prior to enrolling in this course. Students with a proficiency level beyond this course may be directed to a higher-level course.

*Prerequisites:* Minimum grade of C- in SPAN 212.

**SPAN-230****Composition and Conversation in Spanish**

3 Credits (75:0:0 hours)

Spanish 230 is an intermediate-level course for students with a working knowledge of the language. Conducted in Spanish, this course provides students the opportunity to improve spoken and written Spanish. Attention is given to pronunciation, understanding spoken Spanish and correct use of grammar, with emphasis placed on developing a clear and concise writing style in a variety of modes and formats. **Note:** Students with a native proficiency cannot take this course. Heritage speakers must consult the department prior to enrolling in this course.

*Prerequisites:* Minimum grade of C- in SPAN 216.

**SPAN-306****Spanish for Heritage Speakers**

3 Credits (75:0:0 hours)

This course is intended for speakers with an advanced level of oral proficiency, but little or no previous formal study of Spanish. It focuses on topics such as grammar and sentence structure, spelling and punctuation, interference between English and Spanish, and colloquial versus formal usages with the objective of improving skills in oral and written communication. *Prerequisites:* Consent of department.

**SPAN-335****Introduction to Business Spanish**

3 Credits (45:0:0 hours)

Conducted entirely in Spanish, this course focuses on business terminology and the stylistic features of business communication, oral and written. The course also fosters cross-cultural awareness necessary to function effectively in the Spanish-speaking business world.

Advanced Spanish language proficiency is required. Individual and group presentations are an essential part of this course.

*Prerequisites:* Minimum grade of C- in SPAN 230.

**SPAN-341****Introduction to Translation**

3 Credits (45:0:0 hours)

SPAN 341 is an introduction to the theory and the practice of translation. The course offers an overview of translation while providing practice with a variety of texts. Students review basic linguistic and cultural patterns, and discuss common grammatical and lexical difficulties. Students also work on the assessment and translation of original texts from English/Spanish to Spanish/English.

*Prerequisites:* Minimum grade of C- in SPAN 230.

**SPAN-350****Magical Realism, Subversion and Sexuality in Hispanic Films and Literature**

3 Credits (45:0:0 hours)

This course introduces students to one of the most stimulating and creative trends in contemporary Hispanic literature and cinema, Magical Realism, in which elements of magic are incorporated into everyday reality. Students critically examine a selection of representative magical realist fiction and films, exploring the relationship between the magical and the real within each text and their historical and cultural context. Because Hispanic Magical Realism has been considered a subversive mode of writing (and representation in general) that challenges discourses of power, this course also analyses the effectiveness of Magical Realism in liberating the voices of the subjugated, especially women. The course is conducted in Spanish. Readings are primarily in Spanish. Secondary sources may be in English.

*Prerequisites:* Minimum grade of C- in SPAN 352.

**SPAN-351****Women in Hispanic Literatures**

3 Credits (45:0:0 hours)

This course focuses on the role of women in the literatures of Spain and Spanish America from the Medieval period through the 20th century. It analyzes how the construction of gender in literature reflects, interacts with or rejects the cultural and socio-historical conditions of the time. This course is designed to stimulate discussion, increase the student's familiarity with methods of literary analysis, and provide an understanding of Hispanic cultures and thought. This course is conducted in Spanish. Readings are primarily in Spanish. Secondary sources may be in English.

*Prerequisites:* Minimum of C- in SPAN 352.

**SPAN-352****Survey of Spanish and Hispanic American Literatures**

3 Credits (45:0:0 hours)

This course is an overview of literary production and cultural expression in Spain and Hispanic America from the medieval period to the twenty-first century. Through the study of poems, excerpts of literary works (prose and drama) and essays by the most representative writers, students analyze and interpret the main literary movements and trends of each period. The course offers students the necessary tools to discuss literary texts as a means to approach Hispanic societies, their history, culture and values. This course is conducted in Spanish. Primary readings are in Spanish. Secondary sources may be in English.

*Prerequisites:* Minimum grade of C- in SPAN 230.

**STAT-151****Introduction to Applied Statistics**

3 Credits (45:18:0 hours)

In this course the following topics are covered: data collection and presentation, descriptive statistics; probability distributions, sampling distributions and the central limit theorem; point estimation and hypothesis testing; one-way ANOVA; Goodness-of-Fit and contingency table; and correlation and regression analysis. Applications are taken from a broad variety of fields such as biological and medical sciences, engineering, social sciences and economics. **Note:** This course may not be taken for credit if credit has been obtained in any statistics course, or in SOCI 210 or SOCI 310. *Prerequisites:* Mathematics 30-1 or Mathematics 30-2 or successful completion of the statistics gateway exam.

**STAT-252****Applied Statistics II**

3 Credits (45:24:0 hours)

Fundamental methods in applied statistics are presented in this course including the following topics: factorial ANOVA and Linear Regression models and their analysis, non-parametric statistical tools for the comparison of the centre of distributions. Applications are taken from a broad variety of areas such as biological, social and computer sciences, engineering, and economics.

*Prerequisites:* Minimum grade of C- in STAT 141 or STAT 151 or STAT 152

**STAT-265****Probability Theory**

3 Credits (45:13:0 hours)

This course offers a calculus-based introduction to probability theory. Topics covered include sample space, events, combinatorial probability, conditional probability, independent events, Bayes' theorem, discrete and continuous random variables, univariate and multivariate probability distributions, expectation, conditional expectation, joint probability distributions, independence, moment generating functions. **Note:** STAT 151 is recommended and MATH 214 is a recommended co-requisite.

*Prerequisites:* Minimum grade of C- in MATH 115.

**STAT-266****Mathematical Statistics**

3 Credits (45:13:0 hours)

The emphasis of this course is to present the fundamental statistical concepts in estimation and hypothesis testing from classical perspective using the tools of probability theory. Topics covered include: limit theorems, sampling distributions, methods of point estimation and properties of point estimators, interval estimation, testing hypotheses. Statistical software will be used to simulate distributions and probabilistic process that lead to statistical applications.

*Prerequisites:* Minimum grade of C- in STAT 265.

**STAT-350****Sampling Theory and Applications**

3 Credits (45:0:0 hours)

This course concentrates on the design and analysis techniques for sample surveys. Topics include simple random sampling, stratified sampling, ratio, regression and difference estimation, single-stage cluster sampling, systematic sampling, two-stage cluster sampling.

*Prerequisites:* Minimum grade of C- in STAT 265.

**STAT-353****Design and Analysis of Experiments**

3 Credits (45:13:0 hours)

This course deals with design, conduct and analysis of experimental studies. Topics include: principles of design, completely randomized design with one factor, randomized complete block designs, Latin square design, Graeco-Latin square design, balanced incomplete block design, factorial design, two-level factorial design, two-level factorial design in incomplete blocks, two-level fractional factorial design, experiments with random factors, nested and split-plot designs.

*Prerequisites:* Minimum grade of C- in STAT 266.

**STAT-370****Applied Time Series Analysis**

3 Credits (45:24:0 hours)

This is an introductory course in applied time series analysis. Topics include computational techniques in time domain for simple time series models, and basic methods in spectral analysis. Model selection, estimation, and forecasting are illustrated for the autoregressive, moving average, ARMA, and ARIMA models. Depending on students' interests, ARCH models may be included. Applications are taken from medical and social sciences, biology, engineering and business.

*Prerequisites:* Minimum grade of C- in MATH 120 or MATH 125 and in STAT 265.

**STAT-371****Applied Categorical Data Analysis**

3 Credits (45:24:0 hours)

This course presents fundamental methods in categorical data analysis emphasizing applications. Topics include: analysis of two-way tables, models for binary response variables, loglinear models, and models for ordinal data and multinomial response data.

*Prerequisites:* Minimum grade of C- in either STAT 252 or STAT 266.

**STAT-372****Applied Multivariate Analysis**

3 Credits (45:24:0 hours)

This course will focus on essential multivariate statistical methods. Topics include matrix algebra, tests of significance, principal components analysis, factor analysis, discrimination analysis, cluster analysis and canonical correlation analysis. This course is relevant to working professionals in health, social biological and behavioural sciences who engage in applied research in their field.

*Prerequisites:* Minimum grade of C- in MATH 120 or MATH 125 and STAT 252 or STAT 265

**STAT-378****Applied Regression Analysis**

3 Credits (45:24:0 hours)

The course introduces methods in regression analysis. Topics include: multiple linear regression with particular focus on diagnostics, non-linear regression, and generalized linear models, such as Poisson regression and logistic regression. Emphasis will be placed on the practical application of the statistical methods.

*Prerequisites:* Minimum grade of C- in either STAT 266 or in all of STAT 252, MATH 114 and in MATH 120 or MATH 125.

**STAT-412****Stochastic Processes**

3 Credits (45:24:0 hours)

This course presents fundamental results regarding Poisson processes, discrete and continuous time Markov processes, martingales and random walks. A practical but rigorous approach to stochastic processes will be utilized, with a focus on building models and understanding them mathematically.

*Prerequisites:* Minimum grade of C- in MATH 312 or STAT 312.

**TAST-101****Child and Adolescent Development**

3 Credits (45:0:0 hours)

This course provides a survey of the major theories of human development, principles, research findings, and concepts relating to child and adolescent development from a cognitive, social/emotional, and physical perspective. Course material explores several aspects influencing individual development from preschool to adolescence with a focus on application of this content to the educational setting.

**TAST-102****Supporting Classroom Behaviour Management**

3 Credits (45:0:0 hours)

The focus of this course is to develop the learner's skills and knowledge to provide positive behavioural support to students within the context of the teacher's classroom behaviour management system. Course content will address the interrelationship of multiple factors within the classroom environment, strategies to foster student compliance, methods of observing, documenting and reporting student behaviours to teachers, the relationship of our brain to our behaviour, the communicative function of student behaviour, the development and implementation of appropriate intervention strategies for students who have complex behavioural needs and the critical need for positive classroom relationships.

**TAST-103****Language Learning and Math Across the Curriculum**

3 Credits (45:0:0 hours)

In this course, students examine the theory and practice of literacy within the Alberta Language Arts and Mathematics curricula. Students learn to support the implementation of these programs by adapting materials to meet the learning styles and needs of pupils. Learning a variety of practical strategies, students are able to transfer real skills to the classroom, including paired reading, spelling systems, and math manipulatives.

**TAST-107****Students with Exceptionalities - Level I**

3 Credits (45:0:0 hours)

This course examines the philosophy and educational concepts associated with educating students with special needs in Alberta. In addition, the course examines theoretical information related to attention deficit disorder (ADD/ADHD), learning disabilities, Down Syndrome, Fragile X Syndrome, cerebral palsy, epilepsy, and Fetal Alcohol Spectrum Disorder. The role special needs educational assistants have in implementing the objectives identified in student's individual program plans is also examined. Students explore in-depth program modification strategies, documentation strategies and the effects of specific medications.

**TAST-114****Specialized Skills and Practice**

2 Credits (30:0:0 hours)

Students develop the skills necessary to support classroom teachers and students with specific special education needs. The course blends theory with effective practice to prepare assistants who must demonstrate ways to adapt learning activities and materials for students with a range of academic, emotional and physical challenges. The particular special education need studied varies from term to term.

**TAST-117****Students With Exceptionalities- Level II  
Exceptionalities - Level II**

3 Credits (45:0:0 hours)

This course examines the philosophy and educational concepts associated with educating students with special needs in Alberta. In this course, students learn to implement strategies, as directed by the teacher, in order to realize a student's goals as outlined in the Individualized Program Plan (IPP). In addition, specific areas of study include: emotional/behaviour disorders, Tourette's Syndrome, autism spectrum disorders, developmental disabilities, anxiety or eating disorders, traumatic brain injury, oppositional defiant disorder, medication, depression, schizophrenia, and conduct disorder. Specific sessions will address transporting and lifting, medication administration in classrooms, learning styles, and how to best meet the needs of children with autism.

**TAST-125****Collaborative Team Practice**

3 Credits (45:0:0 hours)

This course introduces students to the foundational skills required to effectively contribute to classroom learning teams. Through mediated learning activities students have the opportunity to build on and expand their own communication skills and practice the interpersonal skills needed to work productively in a variety of educational contexts. The roles and responsibilities of learning team members are identified and compared as the dynamics among the roles of these team members are explored. A strong emphasis is placed on experiential learning and self-growth activities.

**TAST-128****Assistive and Adaptive Technology**

3 Credits (45:0:0 hours)

This course provides an introduction to assistive technology resources used to support children and adults with disabilities to achieve success in their learning and work throughout their lifespan. Students compare methods used to make decisions about appropriate assistive technology for specific needs and examine their role in the needs assessment and implementation processes.

**TAST-129****Seminar**

1 Credits (0:0:15 hours)

In this course, students reflect on their professional practice and link their classroom learning with field related experiences and workplace issues. The small group seminar format promotes the integration of theory and practice in a professional setting through facilitated group discussion and participation. The school board application process is examined in detail and students complete a professional portfolio to provide an overview of their skills, knowledge and experience.

*Co-requisite:* TAST 130**TAST-130****Practicum**

3 Credits (0:0:180 hours)

The practicum is designed to provide students experiential learning opportunities in the field to connect their knowledge, skills and attitudes to the content of program theoretical course work. Through practical, hands-on work at their school site, students experience the full range of responsibilities associated with the complex role of educational assistants. The supervised practice setting enables students to develop the confidence and knowledge required to be an effective practitioner in the field of education. *Co-requisite:* TAST 129

### **THAR-101 Acting Skills I**

3 Credits (0:90:0 hours)

Acting Skills I is the first in a series of four courses that develop the essential skills necessary for the beginning actor to create in both a solo and ensemble environment. This is a course of preparation and discovery. Through the exploration of body, voice, and imagination, students are introduced to the foundational tools of actor training through Improvisation, Text Study and Monologue/Scene Study.

### **THAR-102 Vocal Music I**

1 Credits (0:30:7.5 hours)

This course has two components, the Vocal Lesson and the Vocal Lab. In the Vocal Lesson, posture, breath management, tone quality, diction, interpretation and musicianship are stressed in weekly private lessons. In the Vocal Lab, the fundamentals of the analysis and preparation of songs from music theatre are explored. Performing songs and integrating songs into a dramatic setting are the bases of this weekly workshop.

### **THAR-103 Introduction to Theatre**

3 Credits (45:0:0 hours)

In this introductory course, students define the nature of theatre art. They examine the theoretical aspects of a play as well as the process that brings the world of a play to life. Students explore the elements of theatre art including theatre space and spectacle, the function of the director, designer and actor, plus the critical perspective of the audience and critic.

*Prerequisites:* Minimum grade of C- THAR 153.

### **THAR-109 Performer's Lab**

3 Credits (0:90:0 hours)

Works from music theatre's repertoire are studied and explored in a workshop format. In this laboratory course, students acquire the necessary rehearsal and performance tools to perform a complete music theatre work. They learn how to make the author's voice come alive in structure and characterization as well as how to make the transition from speaking to singing in an honest and believable way. A director, vocal director, choreographer and musical director work together with the students to prepare a final project for a brief public performance run. As a culmination of their first year of training, they are expected to perform at a higher level of professionalism than in previous course work.

### **THAR-110 Dance Skills I**

3 Credits (0:85:15 hours)

In this course, students are introduced to the fundamentals of dance technique and movement for actors. Dance technique classes, primarily in ballet, jazz and tap, explore the various styles of dance demanded of the musical theatre performer through exercises in these disciplines and the preparation of both solo and ensemble pieces. Movement classes assist the developing actor in increasing body awareness, thus providing a better basis for character physicalization.

### **THAR-115 Voice for the Stage**

1 Credits (0:30:0 hours)

This course builds foundational skill in proper vocal production for the stage. Through vocal and physical exercises, students learn techniques and strategies for successful rehearsal and performance.

### **THAR-120 Music Theory for Music Theatre I**

2 Credits (30:0:0 hours)

This course introduces the theoretical basics of music as they apply to the repertoire of music theatre. Students identify and apply the basic rudiments of music theory to the analysis of music theatre repertoire.

*Co-requisite:* THAR 130.

### **THAR-121 Music Theory for Music Theatre II**

2 Credits (30:0:0 hours)

This course is a continuation of Music Theory I, focusing on the relationship and application of the basic theoretical concepts of music as they apply to the repertoire of music theatre.

*Prerequisites:* Minimum grade of C- in THAR 120 and THAR 130.

*Co-requisite:* THAR 131.

### **THAR-130 Ear Training for Music Theatre I**

3 Credits (45:0:0 hours)

This introductory ear training course parallels and supplements the material delivered in Music Theory for Music Theatre I. Topics include: functional keyboard, the aural identification of intervals, melodies, rhythms, and chords, as well as the sight-singing of melodies and rhythms drawn from the music theatre repertoire.

*Co-requisite:* THAR 120.

### **THAR-131 Ear Training for Music Theatre II**

3 Credits (45:0:0 hours)

A continuation of Ear Training I, this course focuses on more advanced studies in ear training as they apply to the repertoire of music theatre.

*Prerequisites:* Minimum grade of C- in THAR 120 and THAR 130.

*Co-requisite:* THAR 121.

### **THAR-151 Acting Skills II**

3 Credits (0:0:100 hours)

Acting Skills II is the second in a series of four courses that further develops the skills and techniques required for the successful actor. It is designed to integrate the technical, imaginative and personal discoveries of the preceding course. Focus shifts from process to performance with the exploration and presentation of a complete play following Konstantin Stanislavski-based acting principles.

*Prerequisites:* Minimum grade of C- in THAR 101.

**THAR-152****Vocal Music II****1 Credits (0:12:7.5 hours)**

This course has two components, the Vocal Lesson and the Vocal Lab. In the Vocal Lesson, posture, breath management, tone quality, diction, interpretation, and musicianship are stressed in weekly private lessons. Building upon the fundamentals introduced in Vocal Music I, the Vocal Lab continues to develop skills in the analysis and preparation of songs from music theatre.

*Prerequisites:* Minimum grade of C- in THAR 102.

**THAR-153****Play Analysis****3 Credits (45:0:0 hours)**

In this course, students develop skill in the critical analysis of plays. Students analyze action, character, theme, language, spectacle, sound, structure, form and style, assimilating a vocabulary for play analysis. Students explore selected topics in theatre history and/or theatrical styles that pertain to the plays chosen for study.

**THAR-160****Dance Skills II****3 Credits (0:85:15 hours)**

This course is a continuation of the dance technique and movement classes from THAR 110. Dance technique classes, primarily in ballet, jazz and tap, are a continuation of regular weekly studio classes exploring the various styles of dance demanded of the music theatre performer. Students begin the process of integrating technique into choreography. Movement classes also continue, with a focus upon the development of personal movement patterns that become part of the actor's technique.

*Prerequisites:* Minimum grade of C- in THAR 110.

**THAR-201****Acting Skills III****3 Credits (0:75:0 hours)**

Acting Skills III is the third in a series of four courses that builds on the skills developed in Acting Skills I and II. This is a term of growth, one that tests discoveries made in the first year of training. In this course, students engage in a deeper exploration of the concept of style within four new additional areas of intensified focus: Clown, Classical Monologue/Scene Study, Contemporary Canadian Scene Study and Music Theatre Monologue/Scene Study.

*Prerequisites:* Minimum grade of C- in THAR- 151.

**THAR-202****Vocal Music III****1 Credits (0:30:9 hours)**

This course has two components, the Vocal Lesson and the Vocal Lab. In the Vocal Lesson, study of the fundamentals of singing continues. In the Vocal Repertoire Class, the analysis and preparation of songs for music theatre continues with an emphasis on the preparation of material for auditions.

*Prerequisites:* Minimum grade of C- in THAR 152.

**THAR-206****Performance I****2 Credits (0:0:112 hours)**

In Performance I, students audition for the two productions in the fall term of the Theatre Arts season. Once selected for a role[s], students participate in the rehearsal process and public performance of a play and/or musical. Students build on the techniques and skills acquired in Acting Skills II in a fully produced production, experiencing how a creative team collaborates during the rehearsal, technical rehearsal and performance run process. In both productions, students incorporate direction from that creative team as well as collaborate with the technical team of Theatre Production students.

*Prerequisites:* Minimum grade of C- in THAR 109.

**THAR-215****Voice and Diction I****1 Credits (0:15:7.5 hours)**

In this course, students build upon the foundations of vocal production established in THAR 115 with study of the mechanics of the speaking voice: breath control, phonation, resonance and articulation, drill and practice in the pronunciation of the spoken word. Students are able to apply this knowledge to the preparation and performance of text in all rehearsal and performance contexts.

*Prerequisites:* Minimum grade of C- in THAR 115.

**THAR-216****Voice and Diction II****1 Credits (0:15:7.5 hours)**

This course builds upon the foundational and developmental work of THAR 115 and THAR 215, with emphasis on clarity and colour in the voice, plus exercises in prepared and cold reading. Students apply voice production skills to rehearsals for public performances as well as to the preparation of auditions.

*Prerequisites:* Minimum grade of C- in THAR 215.

**THAR-250****Dance Skills III****3 Credits (0:80:10 hours)**

This course consists of dance technique and movement classes. Technique classes, primarily in jazz and tap, are a continuation of regular weekly studio classes that explore the various styles of dance demanded of the music theatre performer. Students focus further on the integration of technique into choreography while developing performance skills. Regular weekly classes in movement also continue, with emphasis on the development of greater anatomical awareness, spatial awareness and movement potential.

*Prerequisites:* Minimum grade of C- in THAR 160.

**THAR-251****Acting Skills IV****3 Credits (0:45:30 hours)**

Acting Skills IV is the final in a series of four courses that further develops the skills required for a successful actor. This laboratory course is the bridge that prepares the student for transition into the professional world. Work continues on the mechanics of acting through advanced monologue study. Students apply all their cumulative training and skills in the preparation of contrasting monologues and songs for audition purposes in a variety of milieu. Students also self-generate a Vocal Masque as a first step towards producing their own work. This course also incorporates professional development sessions and introduces career management advice and tactics.

*Prerequisites:* Minimum grade of C- in THAR 201.



**THAR-252****Vocal Music IV****1 Credits (0:22:9 hours)**

In weekly vocal lessons the study of the fundamentals of singing continues. In vocal repertoire classes the analysis and preparation of songs for music theatre continues, with an emphasis on the preparation of material for audition and performance. The culmination of this term's activity is the preparation for the Mock Audition.

*Prerequisites:* Minimum grade of C- in THAR 202.

**THAR-256****Performance II****2 Credits (0:0:112 hours)**

Performance II builds on the discoveries, skills and techniques from the previous performance-based course of Performance I. Having developed the natural equipment at their disposal, students acquire further opportunities to test and expand their level of training by first auditioning for the two productions in the Winter term of the Theatre Arts season. Students participate in the rehearsal process and public performance of a play and/or musical.

*Prerequisites:* Minimum grade of C- in THAR 206.

**THAR-260****Dance Skills IV****3 Credits (0:90:10 hours)**

This course consists of dance technique and movement classes. Technique classes (primarily in jazz and tap) explore the various styles of dance demanded of the music theatre performer, with an emphasis on the preparation of material for performance and audition. Movement classes continue in the development of greater anatomical awareness, spatial awareness and movement potential, with the addition of work on movement in context.

*Prerequisites:* Minimum grade of C- in THAR 250.

**THAS-101****Normal Development of Speech, Language and Literacy****3 Credits (45:0:0 hours)**

This course provides students with an overview of normal speech and language development. The normal developmental milestones and sequence of typical language development from birth through to the school aged years are presented. Emergent literacy skills and literacy development are reviewed. General techniques for facilitating early speech, language and literacy development are identified.

**THAS-102****Communication Disorders****4 Credits (60:0:0 hours)**

This course introduces speech, language, fluency and voice disorders. Developmental, genetic and acquired disorders of communication in both children and adults are reviewed. Basic speech and hearing anatomy and physiology, including the respiratory system, vocal apparatus, oral cavity, ear and neurological system are also discussed.

**THAS-103****Pathology****4 Credits (60:0:0 hours)**

This course introduces students to the terminology, etiology, signs and symptoms, course, medical interventions and effects of common human disorders experienced by clients undergoing occupational and physical therapy treatment. Typical rehabilitation goals and interventions are outlined. Prerequisites or Co-requisites: HLSC 104 and HLSC 105.

**THAS-115****Human Development****4 Credits (45:30:0 hours)**

This course focuses on human growth and development throughout the life span with emphasis on rehabilitation perspectives and treatment in pediatrics.

**THAS-116****Functional Anatomy and Orthopedics****4 Credits (45:45:0 hours)**

An introduction to functional anatomy as it relates to human movement and common orthopedic conditions.

*Prerequisites:* Minimum grade of C- in HLSC 104, HLSC 105 and THAS 103.

**THAS-117****Principles and Techniques of Client Contact****3 Credits (30:45:0 hours)**

This course is an introduction to client contact. It includes procedures to assure provider and patient safety and dignity, and techniques and devices designed to improve patient mobility. Effective management of challenging behaviours and situations are addressed. Use of the health record for gathering and recording information is covered.

*Prerequisites:* Minimum grade of C- in HLSC 104, HLSC 105 and THAS 103

**THAS-201****Therapeutic Interventions I: Articulation and Phonology****5 Credits (75:0:0 hours)**

This course focuses on learning styles and therapy techniques to implement articulation and phonological therapy. A sampling of activities and strategies reflective of various treatment approaches is discussed. Session planning, reporting progress and organization of therapy interaction are introduced. Cueing, reinforcement, feedback and choosing materials are covered. This course also reviews therapy approaches for children and adults with neuromotor speech disorders.

*Prerequisites:* PSYC 104, THAS 101, THAS 102, THAS 115, THAS 202.  
*Prerequisite or Co-requisite:* THAS 202.

**THAS-202****Therapeutic Interventions II: Introduction to Clinical Role and Skills**

3 Credits (45:0:0 hours)

This course highlights the role and responsibilities of a Speech-Language Pathologist Assistant. The SLP/SLP Assistant relationship is also reviewed. This course also introduces students to various clinical skills including the use of the International Phonetic Alphabet. Students learn how speech sounds are produced and classified. Students refine their abilities to distinguish individual speech sounds and transcribe normal and disordered spontaneous speech. Clinical skills to enhance voice and fluency disorders are reviewed. Students also learn to complete hearing screenings. Amplification systems for hearing impaired individuals are reviewed.

*Prerequisites:* PSYC 104, THAS 101, THAS 102, THAS 115

**THAS-203****Field Placement I**

5 Credits (0:0:295 hours)

This course is a seven week field placement under the supervision of a Speech-Language Pathologist. The field placement allows the student to practice skills related to articulation and phonology. Students are required to practice in a self-reflective manner and by utilizing a web-based communication tool, participate in an on-line seminar.

*Prerequisites:* TAST 102, and minimum grade of C- in THAS 201 and THAS 202.

**THAS-210****Field Placement I**

4 Credits (0:0:205 hours)

This course is a field placement under the supervision of a Physical Therapist and/or Occupational Therapist. The student develops a working knowledge of therapeutic processes as taught in the academic program. Students are required to practice in a self-reflective manner and by utilizing a web-based communication tool, participate in an online seminar.

*Prerequisites:* Minimum grade of C- in THAS 220, THAS 221, THAS 222 and THAS 223.

**THAS-211****Field Placement II**

4 Credits (0:0:205 hours)

This course is a field placement under the supervision of a Physical Therapist and/or Occupational Therapist. The student develops a working knowledge of therapeutic processes as taught in the academic program. Students are required to practice in a self-reflective manner and by utilizing a web-based communication tool, participate in an on-line seminar.

*Prerequisites:* Minimum grade of C- in THAS 220, THAS 221, THAS 222 and THAS 223.

**THAS-212****Field Placement III**

4 Credits (0:0:205 hours)

This course is a field placement under the supervision of a Physical Therapist and/or Occupational Therapist. The student develops a working knowledge of therapeutic processes as taught in the academic program. Students are required to practice in a self-reflective manner and by utilizing a web-based communication tool, participate in an on-line seminar.

*Prerequisites:* Minimum grade of C- in THAS 220, THAS 221, THAS 222 and THAS 223.

**THAS-213****Therapeutic Interventions III: Language**

5 Credits (75:0:0 hours)

This course explores language intervention approaches. Students are introduced to therapy techniques appropriate to implementing treatment for language delays and acquired disorders with toddler, pre-school, school-aged and adult populations. Choosing age-appropriate materials and activities is practiced. Students acquire skills to document progress. This course encompasses strategies for working with clients one-on-one and in groups.

*Prerequisites:* PSYC 104, TAST 100, THAS 101, THAS 102, THAS 115.

**THAS-214****Therapeutic Interventions IV: Special Populations**

4 Credits (60:0:0 hours)

This course focuses on providing communication intervention to a variety of special populations. Augmentative and alternate communication devices are reviewed. Students are also introduced to therapy approaches for adults with voice and fluency disorders.

*Prerequisites:* Minimum grade of C- in THAS 201, THAS 202, and THAS 213. *Prerequisite or Co-requisite:* THAS 213.

**THAS-215****Field Placement II**

5 Credits (0:0:295 hours)

This course is a seven week field placement under the supervision of a Speech-Language Pathologist. The field placement allows the student to practice skills related to language interventions. Students are required to practice in a self-reflective manner and by utilizing a web-based communication tool, participate in an on-line seminar.

*Prerequisites:* TAST 102, and a minimum grade of C- in THAS 213, THAS 214, and THAS 216.

**THAS-216****Sign Language**

2 Credits (30:0:0 hours)

This course prepares students to use basic manual signing skills such as American Sign Language (ASL) and Signing Exact English (SEE) with clients who have hearing loss or are experiencing communication delays. The most important basic aspects of ASL and SEE that are appropriate for stimulating language development are covered.

**THAS-220****Exercise in Physical Therapy**

5 Credits (45:60:0 hours)

This course enables students to apply focused therapeutic exercise and gait re-education in response to identified treatment goals in physical therapy environments. Techniques covered include range of motion, stretching, pool therapy, massage, aerobic exercise, strengthening (including core stability), ergonomics and work evaluation, posture and gait evaluation, group exercise, and PNF (proprioceptive neuromuscular facilitation). The role of therapeutic exercise principles in the treatment of common conditions and the use of exercise software in the formulation of exercise programs are covered. Strong emphasis is placed on the purposes, benefits, safe instruction, and progression of activities.

*Prerequisites:* Minimum grade of C- in THAS 115, THAS 116 and THAS 117.

**THAS-221****Modalities and Respiratory Interventions In Physical Therapy**

4 Credits (45:30:0 hours)

Students are introduced to the theoretical and practical aspects of chest physical therapy for pulmonary conditions as would be provided by physical therapist assistants under the supervision of physical therapists. Also covered are electrotherapy and other commonly used rehabilitation equipment. Modalities include heat, cold, ultrasound, laser, TENS, muscle stimulation, interferential current, traction, and compression therapy. The purposes, benefits, and contraindications of these modalities and their safe implementation are stressed. Students integrate the application of electrotherapy within a treatment plan.

*Prerequisites:* Minimum grade of C- in THAS 115, THAS 116 and THAS 117.

**THAS-222****Occupational Therapy in Mental Health**

4 Credits (45:30:0 hours)

This course enables students to apply, under the direction of an Occupational Therapist, occupational therapy interventions in the cognitive-perceptual, socio-emotional, and play and leisure performance components. Environmental contexts are considered. Reporting and documentation specific to the field of occupational therapy are covered.

*Prerequisites:* Minimum grade of C- in THAS 115, THAS 116 and THAS 117.

**THAS-223****Occupational Therapy in Physical Dysfunction**

5 Credits (60:30:0 hours)

This course enables students to apply occupational therapy interventions under the direction of an Occupational Therapist, in the sensory motor, self care, and productivity performance components. Environmental contexts are considered.

*Prerequisites:* Minimum grade of C- in THAS 115, THAS 116 and THAS 117.

**TPPR-101****Applied Theatre History**

3 Credits (45:0:0 hours)

This course consists of a general view of history as reflected on stage from early times to the late 18th century including such aspects as social movements, theatrical practices, and the evolution of types of decor and costuming as deemed relevant. The influence of these historical trends on today's theatre is also examined. Reading of several plays of various periods is required. Lectures also outline techniques and sources for researching all aspects (from planning through construction to the final finishing details) of theatre production. Students continue to survey different information systems (e.g. libraries and other organizations, catalogues, special collections and services, Internet resources, and microforms).

*Prerequisites:* TPPR 111 or consent of the program.

**TPPR-102****Drafting and Model Making**

2 Credits (15:30:0 hours)

This course is a basic introduction to drafting practices as used by theatre professionals. Standard drafting techniques and concepts are introduced. These include: line types, line weights, construction techniques, drawing layouts, orthographic projections, isometric drawings, floor plans, elevations and sections. A hands-on introduction to basic CAD (Computer Assisted Drafting) will be provided addressing the creation of basic plans, elevations and lighting plots. Additionally, scale model making is introduced to assist the student in understanding the relationship between 2-dimensional drawings and the 3-dimensional world. Scale modeling is also used as an aid in solving 3-dimensional problems, which the technical student will encounter when attempting to draw scenic units and properties. The knowledge and skills gained through the successful completion of this core course are fundamental for other courses including Stagecraft I and II, Lighting I and II, Audio I, and Management and Technical Direction.

*Prerequisites:* TPPR 111 or consent of the program.

**TPPR-103****Introduction to Technical Theatre**

1 Credits (15:0:0 hours)

This course introduces the student to several aspects of the technical theatre. It is a survey course covering a range of topics including, but not limited to types of theatre, the production process, stage management, theatre staff organization, and professional discipline. The major project introduces the student to stage management and the preparation of a prompt script, a document required to control any theatrical performance.

*Prerequisites:* TPPR 111 or consent of the program.

**TPPR-104****Stagecraft I**

2 Credits (15:30:0 hours)

In this introductory course, students learn how to solve theatrical production challenges through the design and production of a variety of scenic elements. They learn how to plan layouts; select appropriate building materials for projects; and how to safely use hand and power tools, including specialized jigs.

*Prerequisites:* TPPR 111 or consent of the program.

**TPPR-105****Lighting I**

2 Credits (15:30:0 hours)

This course introduces students to the requirements, knowledge and practices necessary to be a lighting technician. The course also provides opportunity to practice the skills required of that position.

*Prerequisites:* TPPR 111 or consent of the program.

**TPPR-106****Set Painting I**

2 Credits (15:30:0 hours)

This course is an introduction to the standard procedures, materials, equipment, and safety considerations involved in the surface treatments of scenery. Students explore colour theory, paint and pigment, tools and application of surface treatments. Health and safety considerations and procedures in dealing with various paint products are introduced.

*Prerequisites:* TPPR 111.

**TPPR-107****Introduction to Costumes**

2 Credits (15:30:0 hours)

Class sessions balance topical lecture/demonstrations with in-class projects. Students are introduced to the skills necessary to build theatrical costumes. Topics include: basic sewing skills, basic cutting, working with the costume designer, safety in the wardrobe, running a show, sources of information, basic fabric identification, fabric distressing and a survey of basic costuming applications.

*Prerequisites:* TPPR 111 or consent of the program.

**TPPR-108****Rigging**

1 Credits (7:22:0 hours)

This course is an introduction to methods, materials and safe practices in rigging for the theatre and takes place in several different theatre venues.

*Prerequisites:* TPPR 111 or consent of the program.

**TPPR-110****Audio I**

2 Credits (15:30:0 hours)

This course is designed to instruct first year students in the field of basic audio production. The topics covered in this course include the physiology of hearing, identification of common audio components, preparation of sound effects and the basics of live sound reinforcement. The course emphasizes critical listening, problem solving and professional practice.

*Prerequisites:* TPPR 111.

**TPPR-111****Footings**

5 Credits (30:90:0 hours)

This course provides the student with the absolute minimum knowledge and skill necessary to function safely and effectively in the shop and backstage during the mounting of a production. Show, tell, and do is our guideline and students should expect to observe, then practice all content offered in this course. There is material from all subject areas: audio, carpentry, painting, management, lights, props, etc. The student must successfully complete this course before participating in practicum, or any shop (safety related) activities.

**TPPR-117****Practicum I**

3 Credits (0:60:60 hours)

In each term of the Theatre Production program, students are engaged in hands-on learning as members of a production crew working to open a show on the MacEwan University theatre stage. In this course, students join a crew, take on assigned job tasks and learn by doing. In this way students are introduced to protocols of the profession, to roles and responsibilities, tools and equipment, design specifications and documentation, and, to the pressures of the fast-paced production environment. Safe work is emphasized.

**TPPR-127****Practicum II**

3 Credits (0:60:60 hours)

In each term of the Theatre Production program students are engaged in hands-on learning as members of a production crew working to mount a show. In this course, students bid or apply for a crew position on at least two major productions and one or more smaller productions. Working for a director and designers from the professional theatre community, students experience the demands of a live theatre production. Each student is coached on craft, design specifications, how to document the production and professionalism.

*Prerequisites:* TPPR 117.

**TPPR-201****Modern Theatre Practices**

2 Credits (30:0:0 hours)

Modern Theatre Practices is a study of 19th and 20th century theatrical production. Students study plays of different contemporary theatrical movements in order to consider the varieties of technical developments affecting production. The course includes introductory sections on music theatre; artistic and technical formats for dance, musicals and opera; media crossover demands of staging, lighting and settings for film and TV; and major stage illusions relying on mechanical means.

*Prerequisites:* TPPR 101.

**TPPR-202****Model Making**

2 Credits (15:30:0 hours)

Students explore the use of three-dimensional models in set design and staging to anticipate and resolve production problems in the pre-production and production stage of a live performance or theatrical event. Models are built from two dimensional drawings using a variety of model-making techniques and materials.

*Prerequisites:* TPPR 102 or consent of the instructor.

**TPPR-203****Management**

4 Credits (40:20:40 hours)

This course presents the principles of production management and introduces the various techniques used by production and stage managers. Much of this course deals with working as a production team; organizing and scheduling work, working to communicate effectively, and focusing on and monitoring the tasks to be done. These skills are introduced and discussed and then put into practice through Practicum.

*Prerequisites:* TPPR 103 or consent of program.

**TPPR-204****Stagecraft II**

2 Credits (15:30:0 hours)

Students learn more about the construction of scenery in support of a theatrical piece. There is a major emphasis on safety, as well as on building techniques and specialized jigs.

*Prerequisites:* TPPR 104 or consent of program.

**TPPR-206****Set Painting II**

1 Credits (7.5:15:0 hours)

In this course, students build on skills introduced in Set Painting I. Students explore in depth the techniques of faux finishing and surface treatments commonly used in the theatre. In addition, other techniques such as graining, dying and physical surface texturing are examined through a series of workshops.

*Prerequisites:* TPPR 106

**TPPR-207****Wardrobe II**

2 Credits (30:0:0 hours)

Students are introduced to period garment construction and intermediate-level sewing techniques. In order to discover creative approaches to costuming, students adapt a commercial pattern and experiment with various materials and techniques used in wardrobe construction. In addition, students study the principles of wardrobe management including stocking and maintaining a wardrobe collection, show budgeting and design analysis.

*Prerequisites:* TPPR 107.

**TPPR-208****Individual Studies I**

1 Credits (0:0:15 hours)

This course provides the student an opportunity to study a specific area of study professionally related to theatre production. Topics may be chosen from lighting, stage management, rigging, costume, set design, set painting, theatre history, play analysis, or another mutually-agreed upon professionally related area. A contract between the student and a faculty advisor outlines the learning outcomes, timelines, process and criteria for evaluation. Chair approval is required for enrolment.

*Prerequisites:* TPPR 101 or consent of program.

**TPPR-210****Audio II**

2 Credits (22.5:15:0 hours)

Students advance their skills as theatre audio technicians by practicing how to configure, setup, operate, and troubleshoot complex professional audio systems. Students also design, plan and produce audio recordings to support live performance. Advanced technical skills are developed to record and over-dub multi-track recordings, do complex sound-mixing, and use digital audio-effects processing for creative results.

*Prerequisites:* TPPR 110 or consent of instructor.

**TPPR-212****Prop Making I**

2 Credits (15:30:0 hours)

This course examines the following materials and techniques in support of creating properties and set decorations for the theatre: casting and moulding in plaster and plaster bandage; plaster and paint fabric drapery for sculpture; metal finishes; Styrofoam carving; examination and breakdown of various props.

*Prerequisites:* TPPR 111 or consent of the program.

**TPPR-215****Lighting II**

2 Credits (15:30:0 hours)

This is an advanced course in theatrical lighting and control, building on skills and knowledge gained from TPPR 105. This course focuses on lighting design, computer control, intelligent lighting and the tools and methods used to manage a lighting department.

*Prerequisites:* TPPR 105 or consent of program.

**TPPR-218****Individual Studies II**

2 Credits (0:0:30 hours)

This course provides the student an opportunity for in-depth study of a specific area of study professionally related to theatre production.

Topics may be chosen from lighting, stage management, rigging, costume, set design, set painting, theatre history, play analysis, or another mutually-agreed upon professionally related area. A contract between the student and a faculty advisor outlines the learning outcomes, timelines, process and criteria for evaluation. Chair approval is required for enrolment.

*Prerequisites:* TPPR 101 or consent of program.

**TPPR-221****Technical Director**

2 Credits (30:0:0 hours)

This course is designed to familiarize the student with the role and function of the Technical Director within the performing arts. It examines the Analysis-Ideation-Implementation process in order to increase the student's ability to solve problems creatively. It examines how solving technical problems can affect both the technical and artistic process. It also provides methods and techniques to enhance creative thinking, and enhance a student's ability to communicate with production staff through improved drafting, presentation, and interpersonal skills.

*Prerequisites:* TPPR 204 and TPPR 215 or consent of program.

**TPPR-222****Prop Making II**

1 Credits (7.5:15:0 hours)

This course expands on the materials and techniques introduced in TPPR 212. This course is hands-on and consists of projects aimed at widening the students' abilities to use materials and techniques to fashion various properties and decorative items. The student works on individual projects under the supervision of the instructor. Design concepts are discussed to help the student analyze problems. Some props for university shows may be structured in class.

*Prerequisites:* TPPR 212 or consent of the program.

**TPPR-228****Individual Studies III**

3 Credits (0:0:45 hours)

This course provides the student an opportunity to study a specific area of study professionally related to theatre production. Topics may be chosen from lighting, stage management, rigging, costume, set design, set painting, theatre history, play analysis, or another mutually-agreed upon professionally related area. A contract between the student and a faculty advisor outlines the learning outcomes, timelines, process and criteria for evaluation. Chair approval is required for enrolment.

*Prerequisites:* TPPR 101 or consent of program.

**TPPR-237****Practicum III**

3 Credits (0:75:75 hours)

Under the supervision of faculty and a director from the professional community, this practicum integrates theory and practice. Students bid for crew or a department head position and then works with peers and staff to decide those positions. Each student contributes to a team effort. Attention to detail, communication skills, critical analysis and problem solving are emphasized.

*Prerequisites:* TPPR 127.

**TPPR-247****Practicum IV**

3 Credits (0:75:75 hours)

This is the final course in the practicum series. Students take on leadership roles and they are encouraged to contribute to the creative effort and suggest innovations while they hone technical skills and work habits. Each student is expected to work more independently, ask for guidance as needed, monitor and protect personal safety, follow the production plan and schedule, and instruct junior crew members. Rotation to two or more production team positions to broaden their experience is emphasized.

*Prerequisites:* TPPR 237.

**TRVL-110****Airline Fares and Scheduling Concepts**

3 Credits (45:0:0 hours)

This course is an introduction to the skills and knowledge required to research, plan and book domestic air travel. Students learn the airfare terms, codes, fare construction principles and fare application rules required to apply the appropriate fare to a traveller's air itinerary. This course is a prerequisite for all travel computer courses.

**TRVL-115****Introduction to the Travel Industry**

3 Credits (45:0:0 hours)

This course familiarizes students with the structure of the travel trade sector of the tourism industry. Students learn the regulations, trade associations, terminology and the role of the travel agency and the travel counsellor in the sale of travel product. Focus is placed on the pricing of package tours, ground transportation, travel insurance and legal responsibilities related to the travel industry.

**TRVL-116****Destinations I**

3 Credits (45:0:0 hours)

In this course, students study the tourist attractions, unique features, culture, climate, topography and geography of countries in North and South America, focusing on destinations preferred by Canadian travellers. Students also review and identify current events relevant to these destinations.

**TRVL-120****Domestic Air Travel**

3 Credits (45:0:0 hours)

In this course, students apply basic fare construction principles to an automated working environment. The focus is on North American travel itineraries and fares, and their application to standard airline documents. Students use a Global Distribution System (GDS), the Internet, and third party software systems.

*Prerequisites:* OADM 101, TRVL 122.

**TRVL-122****Introduction to Computerized Reservations**

3 Credits (45:0:0 hours)

This course offers hands-on experience with one of the leading GDS (Global Distribution Systems) used in the travel industry. The automated reservations system is introduced and used in making corporate and leisure travel arrangements. Students access information used in the daily operations of a travel agency.

*Prerequisites:* TRVL 110.

**TRVL-125****Travel Documentation, Tours and Packages**

3 Credits (45:0:0 hours)

This course develops the students' knowledge of travel products and services. Students analyse travel packages, independent, inclusive and escorted tours including booking procedures and costing. They study travel documentation, health requirements and accommodations. Reservation procedures and the application of manuals, such as hotel guides, TIM (Travel Information Manual), brochures and reference information is covered.

*Prerequisites:* TRVL 115.

**TRVL-126****Destinations II**

3 Credits (45:0:0 hours)

In this course, students study the tourist attractions, unique features, culture, climate, topography and geography of countries and regions in Europe, Asia, and the South Pacific, focusing on destinations preferred by Canadian travellers. Students also examine current events relevant to these destinations.

*Prerequisites:* TRVL 116.

**TRVL-230****International Air Travel**

3 Credits (45:0:0 hours)

This course focuses on the skills necessary to research, plan and book international air travel and itineraries in an automated environment. Students use the Global Distribution System (GDS), the Internet, and third party software programs to research prices, routings, and immigration regulations for international travel.

*Prerequisites:* TRVL 120, TRVL 125, TRVL 126.

**TRVL-232****Selling Travel Products and Services**

3 Credits (45:0:0 hours)

This introductory sales course is designed to acquaint students with the principles of modern selling techniques as they apply to the travel industry. It enables students to recognize and apply the theories of effective personal selling techniques in an ethical and professional manner.

*Prerequisites:* ENGL 211.

**TRVL-233****Travel Agency Accounting**

3 Credits (45:0:0 hours)

This course introduces students to one of the major accounting programs used by Canadian travel agencies. Emphasis is on the practical skills required in an automated travel industry environment. Students process payments and prepare documents such as receipts, invoices, cheques and itineraries.

*Prerequisites:* TRVL 120.

**TRVL-235****Travel Industry Study Tour**

3 Credits (45:100:0 hours)

Students have the opportunity to take an out-of-country/out-of-province field study tour. In advance of the tour, students attend lectures and complete pre-tour research. During the field study, students visit airports, hotels and resorts, cruise ships (where practical) and major tourist attractions. Students put into practice the elements of travel they have studied in the program, establish relationships with tourism companies, and develop a deeper understanding of the customs and culture of the destination. Restricted to Travel students.

*Prerequisites:* ENGL 211, TRVL 120, TRVL 122, TRVL 125, TRVL 126.

**TRVL-236****Destinations III**

3 Credits (45:0:0 hours)

This course is an overview of adventure and exotic world destinations. It includes the unique features, culture and customs, climate, topography and geography of these destinations. Emphasis is on adventure and exotic experiences that travellers are seeking.

*Prerequisites:* TRVL 126.

**TRVL-241****Selling and Marketing Travel**

3 Credits (45:0:0 hours)

This is an advanced sales course designed to reinforce the principles of modern selling techniques and the application of these to everyday sales situations in the travel industry. Students are also introduced to basic planning and marketing situations that they may encounter in a work environment.

*Prerequisites:* TRVL 125, TRVL 232, TRVL 233.

**TRVL-242****Advanced Computer Reservations**

3 Credits (45:0:0 hours)

This is an advanced application course in the use of the Global Distribution System (GDS), third party software and practical application of the Internet. Students practice complex tasks needed to become proficient in car and hotel bookings, tour and cruise bookings, and corporate Passenger Name Records (PNRs). This final industry computer course ensures that current computer and software enhancements are covered.

*Prerequisites:* TRVL 230, TRVL 232, TRVL 233, TRVL 236.

**TRVL-243****Suppliers**

3 Credits (45:0:0 hours)

This course provides students with the current product knowledge and industry contacts necessary to begin their travel careers. Industry supplier presentations ensure the unique features of the individual products are highlighted. Students analyze various products, determine costs and match travellers' needs with the appropriate product.

*Prerequisites:* TRVL 230, TRVL 232, TRVL 233, TRVL 236

**TRVL-244****Practicum**

5 Credits (45:0:160 hours)

Through this work placement, students gain experience in the various responsibilities of a travel professional. Supervised by an industry specialist, students practice the technical procedures, customer service, and sales skills in demand by employers.

*Prerequisites:* TRVL 230, TRVL 232, TRVL 233, TRVL 236

**TRVL-245****The Cruise Market**

3 Credits (45:0:0 hours)

This course focuses on the cruise industry and its importance as a major component in both the vacation and incentive travel markets. Students study the cruise product, cruise lines, classifications, types of cruises and discover what attracts travellers to cruising. They become familiar with standard industry references such as the Cruise Lines International Association Cruise Manual and other current reference material.

*Prerequisites:* TRVL 125, TRVL 236.

**VCPH-100****Digital Photography**

3 Credits (30:30:0 hours)

Students create photo-based images with a digital single lens reflex camera, computer graphics software and printing technology. As students explore the fundamentals of image composition and the operation of a digital camera, they learn to capture, manipulate, edit, print and mount digital images.

**ZOOL-224****Vertebrate Adaptations and Evolution**

3 Credits (45:36:0 hours)

This course provides a comprehensive introduction to the diversity of vertebrates using an evolutionary approach. Morphological, physiological, and behavioural adaptations are related to the life of vertebrates in aquatic and terrestrial habitats are emphasized. **Note:** ZOOL 224 in combination with ZOOL 324 (Comparative Vertebrate Anatomy) provides a strong understanding of vertebrate biology.

*Prerequisites:* Minimum grade of C- in BIOL 108.

**ZOOL-241****Animal Physiology I**

3 Credits (45:0:13 hours)

This course is a survey of physiological systems in animals with an emphasis on homeostatic mechanisms that regulate internal water and ions, gases, metabolic rate, and temperature in relation to the external environment. Physiological systems from both invertebrates and vertebrates are studied.

*Prerequisites:* Minimum grade of C- in BIOL 107.

**ZOOL-242****Animal Physiology II**

3 Credits (45:0:13 hours)

This course deals with the physiological systems of animals that involve intercellular communication. Focus is on the endocrine, neural, sensory, motor, and immune systems. Examples from both invertebrate and vertebrate animals are used.

*Prerequisites:* Minimum grade of C- in BIOL 107.

**ZOOL-250****Survey of the Invertebrates**

3 Credits (45:36:0 hours)

This course explores the evolution and ecological roles of major invertebrate phyla. The diversity of body forms and life histories of invertebrates and protozoans are discussed. Various ecological niches of invertebrates are related to functional anatomy. The laboratory displays the diversity and functional anatomy of invertebrates using live and preserved specimens and includes an optional field trip to a coastal area.

*Prerequisites:* Minimum grade of C- in BIOL 108.

**ZOOL-324****Comparative Anatomy of Vertebrates**

3 Credits (45:36:0 hours)

This course provides a comparative survey of the anatomy of vertebrates emphasizing evolutionary trends and anatomical adaptations for life in aquatic and terrestrial habitats. Special emphasis will be placed on fish and mammals. The laboratory involves detailed dissection of vertebrate specimens. **Note:** credit can only be obtained in one of ZOOL 225 or ZOOL 324.

*Prerequisites:* Minimum grade of C- in ZOOL 224.

**ZOOL-400****Aquatic Vertebrates**

3 Credits (45:36:0 hours)

This course examines the evolution and ecology of fish, amphibians, birds, reptiles, and mammals in aquatic habitats. Topics include behavioural, morphological, and physiological adaptations. Students summarize, interpret, and present scientific literature on ecological and environmental issues of aquatic vertebrates.

*Prerequisites:* Minimum grade of C- in ZOOL 224 or ZOOL 225.

**ZOOL-401****Terrestrial Vertebrates**

3 Credits (45:36:0 hours)

This course examines the evolution and ecology of amphibians, birds, reptiles, and mammals in terrestrial environments. Topics include behavioural, morphological, and physiological adaptations to changing terrestrial conditions. Students summarize, interpret, and present scientific literature on ecological and environmental issues of terrestrial vertebrates. The laboratory focuses on native species.

*Prerequisites:* Minimum grade of C- in ZOOL 224 or ZOOL 225

**ZOOL-425****Introductory Entomology**

3 Credits (45:36:0 hours)

Insects are the most successful animals on Earth. This course examines their evolutionary history and the adaptations that have led to their success. Insect morphological features are examined as they relate to lifecycle, behaviours, and ecology to explain how insects can be dominant in diverse ecological situations. The economic impact of insects is examined. The laboratory emphasizes methods of collecting, preparing, and identifying insect groups.

*Prerequisites:* Minimum grade of C- in ZOOL 250.

**ZOOL-452****Principles of Parasitism**

3 Credits (45:36:0 hours)

Using an ecological approach, this course examines the relationships between protozoan, helminth, nematode, acanthocephalan, and arthropod parasites and their animal hosts. The structural and physiological adaptations used by parasites to successfully complete their lifecycles as well as host defensive strategies used to control parasite infections are discussed. Examples of human parasitic infections are used to illustrate these ideas. The laboratory emphasizes morphology, life cycles, behaviour, systematics and evolution of parasites.

*Prerequisites:* Minimum grade of C- in ZOOL 250.









**MACÉWAN**  
*Grant MacEwan University*

P.O. Box 1796  
Edmonton, Alberta  
Canada T5J 2P2