

# President's Message

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Welcome to UNBC!

The University of Northern British Columbia offers you a unique educational opportunity.

The Prince George campus, located in a magnificent setting atop Cranbrook Hill facing the McGregor Mountains, has been sensitively designed by leading architects to reflect the natural beauty of the BC interior, to support innovative teaching, and to meet the educational, social and recreational needs of students. This beautiful campus has excellent learning facilities and the capacity to accommodate 550 students in residence.

As a small university, UNBC also offers the vitality that comes from a relatively young faculty of accomplished scholars recruited worldwide, innovative academic programming, and a commitment to making education a personal, purposeful, and enriching experience for each and every student. The University is research intensive and is highly successful among small Canadian universities in the competition for federal research grants.

UNBC is committed to serving all of northern British Columbia. This means that a significant number of courses and several degree programs are available at regional campuses throughout central and northern BC.

Likewise, UNBC is committed to fostering university education among the First Nations people of central and northern BC.

We invite you to read this calendar to discover the breadth of courses and programs that UNBC has to offer. Through the Office of the Dean of Graduate Studies, we will be pleased to offer you advice and guidance in choosing the program that suits your needs and interests.

I welcome you to UNBC and hope to greet you personally as a UNBC student.

A handwritten signature in black ink, appearing to read 'C. Jago'. The signature is stylized and fluid.

Charles Jago  
President

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## 2003 – 2004 Calendar

### Effective date of information, unless otherwise noted: March 1, 2003.

The University of Northern British Columbia reserves the right to make additions, deletions, changes, or modifications to its policies, practice, procedures, tuition fees, course availability, delivery mode, schedules, or program requirements at any time without prior notice.

The publication of information in the Calendar does not bind the University to the provision of courses, programs, services, or facilities as listed herein.

Students are responsible for informing themselves of the University's procedures and policies and the specific requirements associated with the degree or certificate sought.

EVERY STUDENT ACCEPTED FOR REGISTRATION WITH THE UNIVERSITY OF NORTHERN BRITISH COLUMBIA SHALL BE DEEMED TO HAVE AGREED TO BE BOUND BY THE REGULATIONS AND POLICIES OF THE UNIVERSITY AND OF THE PROGRAM IN WHICH THAT STUDENT IS ENROLLED.

The University of Northern British Columbia specifically reserves the right to exercise its sole, absolute, and unfettered discretion in admitting individuals to the University, its programs, and courses.

The University of Northern British Columbia shall incur no liability for loss or damage suffered or incurred by any student or third party as a result of delay, alteration, or termination of services, courses, programs, tuition, or fees by reason of: acts of God, fire, strikes, lock-outs, damage to University property, inability to procure or produce materials, civil unrest or disobedience, financial exigency, or any other cause of any kind.

The University of Northern British Columbia is a smoke-free institution. Smoking may be permitted in designated areas only.

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The 2003-2004 *University of Northern British Columbia Graduate Calendar* was prepared by the Office of the Registrar.

# Mission Statement

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## Mission

The University of Northern British Columbia—founded as “a university in the north, for the north”—holds as its mission to improve the quality of life in its region, the province, and beyond, by attaining the highest standards of undergraduate and graduate teaching, learning, and research. UNBC is committed to serving a vast region by building partnerships and by being innovative, resourceful, and responsive to student and community needs. In the spirit of its Carrier motto—“ ‘En cha huná’”—UNBC celebrates diversity and intends to reflect and to foster the rich cultural diversity of northern British Columbia and its peoples.

UNBC recognizes that the strength of the University is its people and that the most important measure of its success is the educational enrichment of its students. The University strives to offer all its people—students, staff and faculty—a healthy, safe, open, friendly, supportive, consultative and stimulating environment conducive to individual intellectual growth, personal fulfillment and career progress. UNBC embraces the principles of academic freedom and responsibility, education for its own sake, integrity, inclusion, respect for others, equity, fairness, operational efficiency, and public accountability.

## Values

Our values are those select points of belief held in the highest regard at UNBC, and are meant to guide the University, and each member of the University community, in their actions and in fulfillment of their ambitions.

### • Learning

Learning is a continuous lifelong process, a necessary part of human development. UNBC is about learning—about providing opportunities to learn and assisting and enabling all those who come to the University in achieving personal enrichment through learning. UNBC champions intellectual freedom, academic inquiry, learning for its own sake, access to information, and the development of new knowledge. UNBC supports research initiatives and the integration of research and teaching so that our students can both profit from, and participate in, the development of new knowledge and new discoveries.

### • Interdisciplinarity

Scholarship which spans disciplines and cultures, and programming which cuts across organizational units are hallmarks of UNBC. Removal of the barriers to learning, which traditional disciplinary and cultural boundaries often present, is what shapes interdisciplinarity at UNBC. While such areas as Environmental Studies, First Nations Studies, International Studies, Northern Studies, and Women’s and Gender Studies underlie the University’s commitment to

interdisciplinarity, the commitment transcends specific programs and represents the way the University conducts its academic business.

### • Innovation

UNBC, as a young university, approaches the complexities of its time with responsive and innovative approaches to education. UNBC offers a modern curriculum and utilizes advanced technologies and the most innovative pedagogical methods in teaching. Much of the University’s research is at the intellectual frontier, with the ultimate goal of generating tangible returns to society.

### • Excellence

UNBC strives for excellence in the fundamental roles of teaching, research and student service. The University recognizes that the educational enrichment of its students is the ultimate measure of excellence. UNBC is also committed to exemplary standards in service quality, operating effectiveness, and public accountability.

### • Responsiveness

UNBC’s program and course offerings are based on the needs and preferences of students, the community and society. In addition, the University is committed to providing regional students with a standard of educational and student services equivalent to that of its central campus. Through its teaching and research, the University continues to contribute to the social, cultural and economic development of the north, and to an improved environment and health for its people.

### • Leadership

UNBC aspires to intellectual and moral leadership in society. This is a role which the University must earn—through the rigorous development of its ideas, through the integrity of its actions, through the trust merited by its officials, through the effectiveness of the services it provides, and through the institutional respect it commands within the community. The University seeks to develop and foster leadership qualities in its students, staff, and faculty.

### • Diversity and Equity

The University is committed to promoting and increasing diversity among its students, staff, and faculty and to eliminating barriers to the free flow of ideas from the diverse cultures, disciplines, and fields of study which make up UNBC. UNBC celebrates diversity—especially in its relationship with the aboriginal peoples of the northern region. UNBC is also committed to ensuring fairness in matters relating to gender and social equity, particularly with respect to academic opportunity.

# Our Story

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UNBC has unusual origins. In 1987 a group of business and professional leaders came together and formed the Interior University Society. This Society commissioned the 1988 study *Building a Future of Excellence: A University of Northern British Columbia*. Support for the creation of a northern university came from every city, town, village and regional district in northern BC. Sixteen thousand individuals each paid at least \$5 to support a brief to government arguing the case for a new university. After receiving this brief, the provincial government funded a further report which, in December 1989, recommended the creation of a self-governing, degree-granting institution in northern British Columbia. The recommendations were accepted, and in June 1990, *The University of Northern British Columbia Act* was passed, with all-party support.

Geoffrey Weller, UNBC's Founding President, joined the University in January 1991, and in April 1992 Premier Harcourt led the sod-turning ceremony for the Prince George campus. The first Convocation ceremony was held in May 1992, and UNBC's first students—taking part in the "QuickStart" program—began their studies in September 1992. Six students from this program graduated in May 1994.

The Prince George campus was officially opened on August 17, 1994 by Her Majesty the Queen Elizabeth II, and the first full day of classes took place on September 8, 1994.

In the first full year, there were approximately 1,400 students—1,300 undergraduates and 100 graduate students—at the University, and nearly 300 full-time faculty and staff. Today, UNBC is home to 3,500 students and more than 450 faculty and staff.

UNBC has a commitment to all aspects of university activities, including service, teaching and research. It has a particular commitment to the service of students. UNBC ensures that its courses have practical benefits for students and their future employment, and students can benefit from relevant work placements. The University offers, through

the Co-operative Education Department, a substantial program of Co-operative Education and Internships.

UNBC has a mandate to pay particular attention to the needs of northern British Columbia, and the University's programs and research are designed so that they are of particular relevance to the region.

Through the International Centre, UNBC capitalizes on its northern setting and has established links with other universities in northern regions. Exchange agreements have been arranged with members of the Association of Circumpolar Universities, including universities in northern Scandinavia and Russia.

The University has also taken advantage of its location on the Pacific Rim and of the fact that some of the major exports of northern BC go to Pacific Rim nations. Faculty and student exchanges have been established with a number of universities in this major trading area.

The University's programs and methods of academic organization ensure that an interdisciplinary approach is fostered wherever possible. Key programs that have been developed along interdisciplinary lines are Environmental Studies, First Nations Studies, International Studies, Northern Studies and Women's Studies. First Nations History, for instance, is taught within the History program in the College of Arts, Social and Health Sciences. Students are thus able to take such courses either within the History program, or as part of a multidisciplinary First Nations Studies program.



## University Colours

The University's main colour, which was chosen in 1990 when UNBC was first being planned, is green—eminently suitable to a university located in a major forestry region, with a strong focus on the environment. The second colour, gold, was added in 1991.

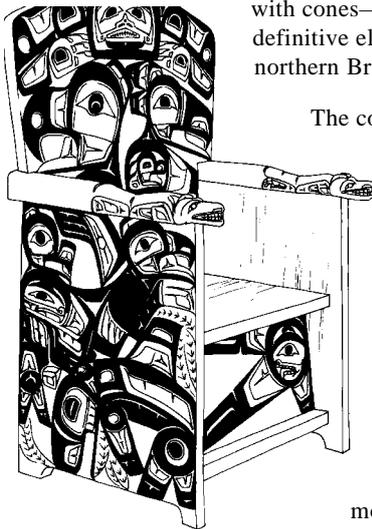
## The Coat of Arms

The University's Coat of Arms comprises several elements. The shield, which is divided into UNBC's colours of green and gold, contains three elements. The open book, which is a traditional symbol of learning, is flanked by two ravens, which are hardy, resident birds of the north, symbols of wisdom in some First Nations traditions, and recognized as amongst the most intelligent of birds by ornithologists. Below these elements is a young coniferous tree with roots, which symbolizes growth, and represents both the dominant flora of the north and the backbone of the northern economy.



The crest is created from a wreath surmounted by the maple leaf symbolizing Canada, dogwood flowers symbolizing British Columbia, and snowflake crystals symbolizing the north. The crest is a salmon, which is the symbol on the base of the University's mace/talking stick, and is used there as an indication of all the people of the region. The salmon, like the orca in the compartment, was created by Ron Sebastian of New Hazelton specially for the coat of arms.

To the left of the shield is a Kermodei bear, a rare subspecies of the black bear found only in the northwest region of British Columbia. To the right of the shield is the woodland caribou, a distinctive mammal of the central interior and northeast region. Each carries a wreath comprised of conifer branches with cones—again indicating a definitive element of much of northern British Columbia.



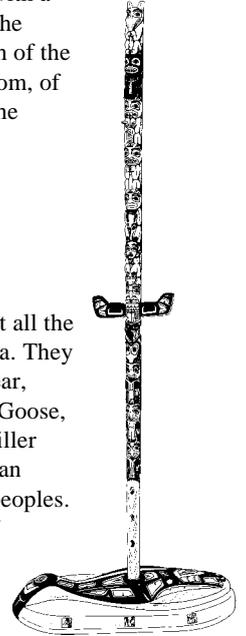
The compartment is the base on which the supporters stand. The Kermodei stands amongst mountains and trees which are distinctive of much of the region. To the right is a wheat field, distinctive of the Peace River region. Beneath the mountains and wheat field is a depiction of the ocean and orca, indicative of the Haida Gwaii (Queen Charlotte Islands) and coastal regions.

## The Motto

The motto, 'En cha huná (pronounced "enn chah huhNAH") is a saying of Carrier elders, with a direct translation "he/he also lives." The saying would be used by an elder when reminding somebody, critical of another, that the individual was also a living being, with a voice and a viewpoint. The motto encapsulates much of the spirit of academic freedom, of respect for others, and the willingness to recognize different perspectives.

## The Mace

The mace/talking stick includes thirteen traditional Indian crests, which represent all the tribes/clans of northern British Columbia. They are, from top to bottom: Wolf, Black Bear, Beaver, Wolverine, Caribou, Mountain Goose, Frog, Raven, Thunderbird, Fireweed, Killer Whale, Owl, and Eagle. In the centre is an additional human face representing all peoples. The mace/talking stick rests in a base of red cedar, carved in the form of a salmon. The mace, ceremonial chairs, and the doors to the University Senate were carved by Ron Sebastian.

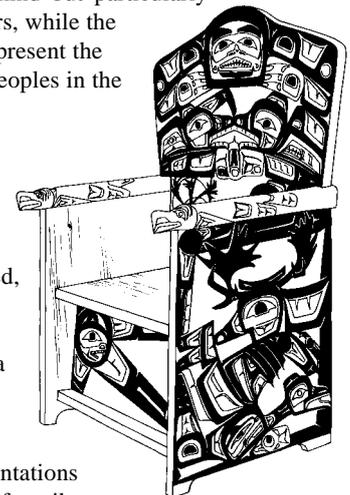


## The Ceremonial Chairs

The chairs include, at top and bottom, a human mask and sun, representing mankind but particularly students and counsellors, while the other symbols again represent the various First Nations peoples in the University's region.

The Chancellor's Chair (left) includes representations of the thunderbird, frog, beaver, grouse, fireweed, owl, eagle, and killer whale, with arm rests carved in the shape of a wolf.

The President's Chair (right) includes representations of the grizzly bear, wolf, caribou, black bear, crow, frog, moose, and mountain goose, with arm rests carved in the shape of a raven.



# Degrees

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## Programs of Study and Degrees

UNBC offers 17 graduate programs and 36 undergraduate programs.

### Graduate Programs

Community Health Science (MSc)  
Disability Management (MA)  
Education (MEd)

- Curriculum and Instruction
- Educational Counselling

First Nations Studies (MA)  
Gender Studies (MA)  
History (MA)  
Interdisciplinary Studies (MA)  
International Studies (MA)  
Mathematical, Computer, and Physical Sciences (MSc)

- Chemistry
- Computer Science
- Mathematics
- Physics

Natural Resources and Environmental Studies (MA)

- Geography
- Environmental Studies
- Tourism

Natural Resources and Environmental Studies (MSc)

- Biology
- Environmental Science
- Forestry
- Geography
- Recreational Resource Management

Natural Resources and Environmental Studies (MNRES)  
Natural Resources and Environmental Studies (PhD)  
Political Science (MA)  
Psychology (MSc, PhD)  
Social Work (MSW)

### Undergraduate Programs

Accounting (BComm)  
Anthropology (BA)  
Bachelor of Arts General (BA)  
Bachelor of Arts Joint Major (BA)  
Bachelor of Science General (BSc)  
Bachelor of Science Joint Major (BSc)  
Biology (BSc)  
Chemistry (BSc)

Computer Science (BSc)  
Economics (BA)  
Education (BEd)  
English (BA)  
Environmental Engineering (BASc)  
Environmental Planning (BSc)  
Environmental Science (BSc)  
Environmental Studies (BA, BSc)  
Finance (BComm)  
First Nations Studies (BA)  
General Business (BComm)  
Geography (BA, BSc)  
History (BA)  
International Business (BComm)  
International Studies (BA)  
Marketing (BComm)  
Mathematics (BSc)  
Natural Resources Management (BSc) – Forestry  
Natural Resources Management (BSc) – Resource  
Recreation  
Natural Resources Management (BSc) – Wildlife and  
Fisheries  
Northern Studies (BA)  
Nursing (BSN)  
Physics (BSc)  
Political Science (BA)  
Psychology (BSc)  
Resource-Based Tourism (BA)  
Social Work (BSW)  
Women's Studies (BA)

### Diploma Programs

First Nations Language

### Certificate Programs

Aboriginal Community Resource Planning  
First Nations Language  
First Nations Public Administration  
General First Nations Studies  
Métis Studies  
Nisga'a Studies  
Public Administration  
Rural and Northern Nursing  
Traditional Environmental Knowledge

# 2003 – 2004 Sessional Dates

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## 2003 Fall Semester

### September

- |    |         |  |
|----|---------|--|
| 1  | Monday  | Labor Day, University closed   |
| 2  | Tuesday | First day of classes, Fall Semester<br>All Fall Semester fees due  |
| 15 | Monday  | Application deadline for Graduate Studies for the Winter Semester<br>Last day to register<br>Last day to withdraw from Fall Semester courses or withdraw from program without financial penalty<br>Last day to change Fall Semester courses from audit to credit or from credit to audit |

### October

- |    |        |                                     |
|----|--------|-------------------------------------|
| 13 | Monday | Thanksgiving Day, University closed |
|----|--------|-------------------------------------|

### November

- |    |         |   |
|----|---------|---|
| 11 | Tuesday | Remembrance Day, University closed  |
| 14 | Friday  | Application deadline for Graduate Awards<br>Deadline to apply for non-degree status for Winter Semester |
| 28 | Friday  | Last day of classes   |

### December

- |       |                           |                          |
|-------|---------------------------|--------------------------|
| 1     | Monday                    | First day of exam period |
| 12    | Friday                    | Last day of exam period  |
| 24-31 | Wednesday to<br>Wednesday | University closed        |

## 2004 Winter Semester

### January

- |     |                    |  |
|-----|--------------------|--|
| 1-2 | Thursday to Friday | University closed  |
| 6   | Tuesday            | First day of classes<br>All Winter Semester fees due   |
| 19  | Monday             | Last day to register<br>Last day to withdraw from Winter Semester courses or withdraw from program without financial penalty<br>Last day to change Winter Semester courses from audit to credit and from credit to audit |

### February

- |    |        |   |
|----|--------|---|
| 16 | Monday | Application deadline for Graduate Studies for the Spring/Summer Semester<br>Application deadline for Graduate Studies for the Fall Semester<br>Beginning of mid-semester break. No classes February 16 – 20 |
| 23 | Monday | Application deadline for UNBC administered Graduate Awards  |

### March

- |   |        |  |
|---|--------|--|
| 1 | Monday | Deadline for application to graduate in 2004 |
|---|--------|--|

### April

- |    |           |  |
|----|-----------|--|
| 7  | Wednesday | Last day of classes  |
| 9  | Friday    | Good Friday, University closed   |
| 12 | Monday    | Easter Monday, University closed   |
| 13 | Tuesday   | First day of exam period   |
| 15 | Thursday  | Deadline to apply for non-degree status for Spring/Summer Semester                 |
| 24 | Saturday  | Last day of exam period  |
| 30 | Friday    | Deadline to complete all requirements for Master's and PhD programs for graduation |

# 2003 – 2004 Sessional Dates

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## 2004 Spring/Summer Semester, Spring Intersession, Summer Intersession

Note: For withdrawal/refund dates for Spring and Summer Intersessions, see Registration Guide.

### May

3	Monday	First day of classes Spring/Summer Semester and Spring Intersession All Spring Intersession fees due All Spring/Summer Semester fees due
10	Monday	Last day to add Spring Intersession courses * Last day to withdraw from Spring Intersession courses without financial penalty
17	Monday	Last day to register Last day to withdraw from program without financial penalty
24	Monday	Victoria Day, University closed
28	Friday	Convocation

### June

14	Monday	Last day of classes, Spring Intersession Last day to withdraw from Spring/Summer Semester courses without academic penalty
16	Wednesday	First day of exam period, Spring Intersession
21	Monday	Last day of exam period, Spring Intersession Summer break begins for Spring/Summer Semester, no classes
28	Monday	Classes resume for Spring/Summer Semester

### July

1	Thursday	Canada Day, University closed
3	Saturday	University closed (maintenance shutdown)
5	Monday	First day of classes, Summer Intersession All Summer Intersession fees due
12	Monday	Last day to add Summer Intersession courses * Last day to withdraw from Summer Intersession courses without academic penalty

### August

2	Monday	BC Day, University closed
13	Friday	Last day of classes, Summer Intersession and Spring/Summer Semester
16	Monday	First day of exam period, Summer Intersession and Spring/Summer Semester Deadline to apply for non-degree status for Fall Semester
20	Friday	Last day of exam period, Summer Intersession and Spring/Summer Semester

\* For condensed courses, fee reduction schedules vary and are posted with course registration material. For Spring/Summer Intersession and Spring/Summer Semester courses, fee reduction schedules vary and are posted with course registration material.

## Sessions

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### Academic Year

The academic year extends from September 1 to August 31.

### Fall Semester

The Fall Semester runs from early September to mid December.

### Winter Semester

The Winter Semester runs from early January to late April.

Most of the University course offerings are available during the day and courses are available in the evening during the Fall and Winter Semesters.

### Spring/Summer Semester

The Spring/Summer Semester runs from May to August with a break and includes Spring and Summer Intersessions.

# Fees

Note: Fees are subject to change. At the time of publication, a University decision with respect to tuition fees was pending. The fees listed below are for 2002-2003. The fees for 2003-2004 have not been set.

## Graduate Programs Domestic Fees

### ***Semester Fee Payment Schedule***

#### **Master of Social Work**

- **full-time** \$6,000.00 payable over 6 semesters @ \$1,000.00 per semester
- **part-time** \$6,300.00 payable over 12 semesters @ \$525.00 per semester

#### **Master of Education**

- **full-time** \$7,000.00 payable over 6 semesters @ \$1,166.67 per semester
- **part-time** \$7,350.00 payable over 12 semesters @ \$612.50 per semester

#### **Master of Arts in Disability Management**

- **full-time** \$6,500.00 payable over 6 semesters @ \$1,083.33 per semester
- **part-time** \$6,825.00 payable over 12 semesters @ \$568.75 per semester

#### **Master of Science in Community Health**

- **full-time** \$6,500.00 payable over 6 semesters @ \$1,083.33 per semester
- **part-time** \$6,825.00 payable over 12 semesters @ \$568.75 per semester

#### **All other programs**

- **full-time** \$5,124.00 payable over 6 semesters @ \$854.00 per semester
- **part-time** \$5,416.80 payable over 12 semesters @ \$451.40 per semester

- PhD** \$7,686.00 payable over 9 semesters @ \$854.00 per semester

- Maintenance fee** \$400.00 per semester for Master's/PhD students who extend their studies beyond the fee payment schedule noted above

- Student services fee** \$35.91 per semester
- Student society fee** \$15.00 per semester
- Smart Card fee** \$5.70 per semester
- Fitness Centre fee** \$35.00 per semester (*Prince George students only*)
- PGPIRG fee** \$4.00 per semester

Graduate students taking undergraduate courses will be charged on a per credit hour basis for those courses. The Semester Fee Payment Schedule, noted above, does not include graduate or undergraduate courses taken as extra to degree.

## **Non-Degree Graduate Students**

See Office of the Registrar.

## **International Students**

- Tuition** 2.75 times domestic tuition
- Medical Insurance** \$148.00 per 3 month period (*please refer to Medical Insurance Fee for International Students on page 11*)

## **Other Fees**

- Application fee** \$50.00 domestic  
\$75.00 international  
to accompany each application for admission (*non-refundable*)
- Document evaluation fee** \$40.00 (*for out of province or out of country secondary and post-secondary documents, non-refundable*)
- Graduation fee** \$40.00 fee per application for all graduating students (*non-refundable*)
- Late registration fee** \$100.00 (*graduate students*)
- National Library of Canada submission fee** \$35.00 per copy (*currently*)
- Reapplication fee** \$100.00 (*graduate students*)
- Smart Card replacement** \$15.00 per lost card
- Thesis bookbinding fee** \$25.08 per bound copy (*tax included*)

## **Interest penalty 2% per month on overdue accounts**

## FEES

### Parking Fees

Daily	\$0.25 per 1.5 hours minimum to a maximum of \$2.00 which is valid through until 6 a.m. the following morning. Smart Cards also accepted.
Semester Permit	\$128.40 including GST
Annual permit	\$385.20 including GST
Reserved permit (staff/faculty)	\$642.00 including GST ( <i>subject to availability</i> )
Carpool permit	\$22.47 per month including GST ( <i>for details see Parking Services</i> )

### Residence Fees

Application fee	\$25.00 ( <i>non-refundable</i> )
Security deposit	\$200.00 ( <i>this deposit is refundable subject to conditions and timelines as outlined in the UNBC Residence License Agreement</i> )
Residence life fees	\$15.00 per semester
Two bedroom units	\$1,960.96 per semester per occupant
Four bedroom units	\$1,695.70 per semester per occupant
Residence parking	\$173.00 per semester, including GST
Housing Network Connection Fee	\$25.00 per month

### Additional Information on Fees

#### BC Residents 65 Years or Older

BC residents who are 65 years of age or older and who are eligible for admission, may register for courses and receive a waiver for the payment of tuition fees. Please note that in those areas where there are a limited number of spaces available, students under this category of registration may not receive priority.

#### Continuity of Registration

Graduate students are required to maintain continuous registration in their program. Students who fail to register each semester by the first day of classes without obtaining permission from the Dean of Graduate Studies will be considered withdrawn. Students who find themselves in this situation and who wish to continue their studies at UNBC must apply for readmission and will be assessed the reapplication fee.

#### Student Services Fee

The student services fees are collected from full-time and part-time students registered for courses to augment services to students.

### PGPIRG Fee

The PGPIRG fee is collected by UNBC on behalf of the Prince George Public Interest Research Group. The mandate of this group is to organize its members around topics of public interest such as social justice and environmental issues. Please contact the group at (250) 960-7474 for further information.

### Document Evaluation Fee

This fee will only be waived for participants in a recognized UNBC exchange program. The fee is non-refundable.

### Payment Due Date

All student accounts are payable in full by the first day of classes.

### Financial Hold

Students who fail to pay the outstanding balance of their current account will be placed on financial hold. While on financial hold, no subsequent registration activity will be allowed, no statement of grades or letters regarding academic standings will be mailed, no official transcripts of the academic record nor letters attesting to the student's academic standing will be issued, and a student can be denied graduation. The financial hold will be removed when the outstanding balance, including all interest penalties, is paid in full.

### Failure to Notify

Any student failing to **provide written notification** to the Registrar's Office of their complete withdrawal from a course or slate of courses will be assessed full tuition fees for those registered courses and receive grades of "F" on their transcript.

### Payments

Payments can be made by cash, debit card, cheque, VISA/MasterCard or money order. Please ensure that the correct student number is written on the face of all cheques and money orders submitted to the University. Fees may be paid by the following methods:

- **by mail:** cheques should be made payable to the *University of Northern British Columbia* and must reach UNBC by the due date. The University is not responsible for payments lost in the mail. VISA/MasterCard Payment Forms are included in the Registration Guide or are available from the Office of the Registrar.

- **at a bank:** a **tuition fee payment form** must be completed and given to the bank at the time of payment. This form is available from the cashier's counter located in the Office of the Registrar.
- **in person:** at the cashier's counter located in the Office of the Registrar during regular business hours. Tuition payments are also accepted at UNBC's regional offices in Terrace, Fort St. John and Quesnel.
- **by VISA/MasterCard:** will be accepted in person by the Cashier.
- **by internet:** VISA and MasterCard payments will be accepted using the UNBC web site for students.

**■ Refund Policy**

Due to the semester fee payment schedule (see *Fees*), there is normally no refund of fees for graduate students who withdraw from courses. If no course registration exists, registration must be maintained by registering in either the thesis or project.

Exceptions are non-degree graduate students or Audit only graduate students who withdraw from courses; the Fee Reduction Schedule will apply. Refunds can be applied for at the cashier's counter after the add/drop period. Allow two to three weeks for processing. If there is a credit on a student's account and no refund is requested, the credit will be applied to the next semester.

***Fee Reduction Schedule\****

First two weeks of classes	All fees paid will be refunded except \$100 registration deposit
Third week of classes	80% of tuition fees paid will be refunded

Fourth week of classes	60% of tuition fees paid will be refunded
Fifth week of classes	40% of tuition fees paid will be refunded
Sixth week of classes	20% of tuition fees paid will be refunded
Seventh week or later	No refund of tuition fees will be made

\*For condensed courses and Spring/Summer Intersession courses, fee reduction schedules vary and are posted with course registration material.

**■ Medical Insurance Fee for International Students**

The University of Northern British Columbia has a compulsory medical insurance policy for international students. International students must provide proof of valid medical coverage for *each semester* that they register at UNBC. A hold will be placed on a student's file if proof of valid medical coverage is not supplied.

A medical insurance fee of \$148 will be assessed automatically each semester. If students have valid BC Medical Insurance or comparable private insurance, the fee can be waived. Students without medical insurance will be asked to enrol in a university-sponsored plan which costs \$148 for three months of coverage.

Students must contact the International Centre to enrol in the private insurance plan or to receive a waiver of the medical insurance fee. Please note that simply paying the \$148 fee does not fulfill the policy. The policy requires that international students have valid medical insurance while at UNBC, and that they demonstrate proof of such coverage.

# Graduate Studies Admissions and Regulations

## ■ 1.0 Admission

Application material is available from the Office of the Registrar. The requirements for admissibility include, but are not limited to: an acceptable academic standing (see 1.2.2); acceptable letters of reference; the availability of a supervisor within the program concerned; and the availability of adequate space and facilities.

The deadlines for application to Graduate Studies are February 15 for Fall (September) and Summer (July) admission and September 15 for Winter (January) admission. Individual programs may set other deadlines. Applications for admission should be submitted as early as possible to the Office of the Registrar. Applications received after the deadlines may not be processed in time to permit registration.

Intake to Graduate Studies is normally in the Fall Semester. However, some programs have intake in the Winter Semester as well.

Applicants for the University of Northern British Columbia Graduate Fellowships must have all material submitted to the Office of Graduate Studies six months before the expected date of entry in order to be considered.

**In order to be considered for admission to Graduate Studies, all applicants must provide the following to the Office of the Registrar by the deadlines noted above:**

- **Application form for admission to Graduate Studies**
- **Application fee**
- **Document evaluation fee (if applicable). Please see Fees**
- **Three assessment reports (letters of reference) sent directly to UNBC from the referees**
- **Official transcripts (one copy) from all post-secondary institutions attended**
- **Statement of Academic Interests (letter of intent)**

**The following programs require the submission of additional application material in order to complete the application: Community Health Science; Disability Management, Educational Counselling; History; Interdisciplinary Studies; Mathematical, Computer, and Physical Sciences; Natural Resources and Environmental Studies; Psychology and Social Work. See individual program listings for further information.**

Applicants who have been offered admission to Graduate Studies must indicate, in writing, their intention to accept or decline the offer of admission within thirty days. Failure to notify the University may result in cancellation of the offer of admission.

International applicants should not make travel plans until they have received an official offer of admission and have satisfied all student authorization requirements through the Canadian Consulate in their home country. Allow at least 12 weeks for visa application procedures.

### 1.1 GRE Requirement for Graduate Studies

The Graduate Record Examination (GRE) is prepared and scored by the GRE Board and Educational Testing Service. Applications are available from: Graduate Record Examinations, Box 6000, Princeton, NJ 08541-6000, USA or from the University's Counselling Services. UNBC's institution code is 0320. The GRE is used widely by universities to supplement undergraduate records and other qualifications for admission to graduate study.

GRE requirements are prescribed by individual programs. For some programs, completion of the examination is mandatory. Applicants are advised to check program listings for detailed information. However, the Office of Graduate Studies reserves the right to require a GRE score (on Subject and General Tests), for any applicant. Voluntary submission of a GRE score may facilitate the admission process.

### 1.2 Admission to Master's Degrees

**1.2.1** In general, an acceptable academic standing will be a four year (120 academic credit hours) baccalaureate degree (or equivalent) from a recognized institution.

**1.2.2** A grade point average\* of at least 3.0 (B) in the work of the last 60 credit hours (approximately the last two years) leading to the baccalaureate degree is required for entry. Please note: Higher entrance standards than those outlined in this section may be set by individual programs.

\*Any courses used in the calculation of the entering grade point average cannot be used as credit toward a graduate degree program.

**1.2.3** A faculty member who wishes to supervise an applicant to Graduate Studies who has a four year (120 credit) baccalaureate degree (or equivalent) which does not meet the grade point average requirements stated above and who obtains the recommendation of the appropriate program may seek approval from the Dean of Graduate Studies to admit the applicant. The applicant must have significant formal training and relevant professional experience to offset such Grade Point Average deficiencies.

**1.2.4** Evidence is required, in the form of three letters of reference, submitted directly to the Office of the Registrar from qualified referees, of the student's ability to undertake advanced work in the area of interest.

### **1.3 Admission to the Master's Degree as a Conditionally Admitted Mature Student**

Five years after completion of a baccalaureate degree as defined in 1.2.1, applicants whose academic record is such that they would not be admissible to a Master's program may be admitted conditionally as mature students, provided they are recommended by the Program. Such recommendations must be made in writing by the Program and approved by the Dean of Graduate Studies.

The minimum grade point average for admission to a Master's program as a conditionally admitted mature student is 2.67 (B-).

A student conditionally admitted to a graduate program must earn a grade point average of at least 3.0 (B) in each of the first two 3 credit hour graduate courses taken. The first two courses will be determined by the program and approved by the Dean of Graduate Studies. If this condition is successfully met, the student's status will be changed to regular graduate student status. If it is not, the student will be required to withdraw from the program.

Students admitted in this category normally will not receive transfer credit for any courses completed prior to enrolling in Graduate Studies.

### **1.4 Admission to Non-degree Coursework**

Non-degree graduate students are those taking graduate courses, but not for credit toward a degree at the University of Northern British Columbia. Such students are admitted under one of three categories defined in 1.4.1, 1.4.2 and 1.4.3.

**1.4.1 Visiting graduate students** are those on a Letter of Permission which specifies courses allowed for credit toward a graduate degree at another university. Applicants in this category must complete the application for admission to Graduate Studies and provide a letter of permission from their home institution. No other supporting documentation is required. Students must request that an official transcript be sent directly to their home institution upon completion of coursework.

**1.4.2 Exchange graduate students** are those covered by the Western Deans' Agreement (issued by the Dean of Graduate Studies of a western Canadian university) or other formal exchange agreement. If a student is admitted under the Western Deans' Agreement or other formal exchange agreement, all tuition fees at UNBC will be waived; however, student fees will still be charged. Applicants in this category must submit a completed application for admission to Graduate Studies and the completed and duly signed Western Deans' Agreement form from the Dean of

Graduate Studies at their home institution (if applicable) certifying the applicant as an exchange student, under the provisions of the Agreement. Courses to be taken toward their degree must be specified in the documentation. No other supporting material is required. Students must request that an official transcript be sent directly to their home institution upon completion of coursework.

**1.4.3 Non-degree students** are normally those who wish to improve their academic background. Applicants under this category who do not hold a Master's degree must normally meet the same entrance requirements and follow the same application procedure as outlined in section 1.2, with the exception of 1.2.4 (letters of reference). Holders of a Master's degree (or equivalent) from a recognized institution in the same discipline as the coursework applied for must complete an application for admission to Graduate Studies form, and provide proof of conferral of the Master's degree. A maximum of three graduate courses may be taken under this category. Individual programs may impose further restrictions. Non-degree graduate students must be Canadian citizens or landed immigrants.

**1.4.4** If a student admitted as a non-degree student is later admitted to a graduate degree program, coursework taken as a non-degree student may be applied to the graduate program subject to the recommendation of the supervisory committee and the approval of the Dean of Graduate Studies.

### **1.5 Permission for Undergraduates to Take Graduate Coursework**

**1.5.1** Students in their final year of a Bachelor's degree program at the University of Northern British Columbia who have a grade point average of at least 3.33 (B+) in the last 30 credit hours of coursework attempted may be permitted to register in a maximum of six credit hours of graduate courses on the recommendation of the program concerned and with the consent of the Dean of Graduate Studies. If a student is subsequently admitted to a Graduate program, graduate courses used for credit toward their undergraduate program cannot be used for credit toward a graduate program.

This policy gives academically strong undergraduate students the opportunity to experience graduate level instruction without commitments being made by either the student or the University about admission into graduate programs, or academic credit being awarded for the courses if a student is subsequently admitted to a graduate program.

Please see the Graduate Studies Officer in the Office of the Registrar for further information.

**1.5.2** Simultaneous enrolment in a graduate program and an undergraduate or certificate program is not permitted.

## **1.6 Auditing Graduate Courses**

An individual who is either a graduate student or holds a four year baccalaureate degree as defined in 1.2.1 may be permitted to audit up to three credit hours of graduate courses in a semester. A continuing student should add the audit course to the registration form. A new applicant auditing a course should submit a Graduate registration form to the Office of the Registrar clearly indicating the course name and number with an application for admission to Graduate Studies together with proof of degree conferral. Registration as an auditor is subject to the following conditions:

**1.6.1** Admittance to the class is dependent on the class size and other factors that the instructor and the Program establish.

**1.6.2** The degree of participation in the course is at the discretion of the Instructor.

**1.6.3** Attendance and participation shall grant no entitlement to an academic record of such attendance and shall not be considered as meeting admission, prerequisite or course requirements for any graduate program.

## **1.7 Upgrading for Admission to Graduate Studies**

Individuals wishing to apply to graduate programs may not meet the normal requirements for admission. Such cases normally fall into either of the following categories:

### **1.7.1 Admission requirements satisfied but course background inappropriate or prerequisites lacking**

Upon the recommendation of the Program concerned, the Dean of Graduate Studies may approve the inclusion of the missing background or prerequisites as part of the requirements for the Master's degree.

**1.7.2 Pre-Entry Program** When admission requirements area not satisfied and upon the recommendation of the Program concerned, the Dean of Graduate Studies may approve a pre-entry program of undergraduate coursework totalling at least 12 credit hours of upper division courses. An average of not less than 3.33 (B+) must be achieved in the coursework, and no course must be completed at a level below 2.67 (B-). Courses taken for a pre-entry program may not be credited towards a graduate degree. Students approved by the Dean of Graduate Studies for a pre-entry program are guaranteed admission to the appropriate Graduate Program upon successful completion of the recommended courses.

## **2.0 Registration Procedures and Status**

### **2.1 Initial Registration**

All students admitted to Graduate Studies must normally register during the dates specified for such registration. All letters of admission that are not used to register in the semester to which they apply are automatically cancelled. Students who are issued a letter of admission for the Fall Semester (September) may not use this document for entry in the Winter Semester (January). Any requests for deferral of admission to a graduate program must be made in writing to the Dean of Graduate Studies.

### **2.2 Re-registration**

**Continuity of Registration** All students are required to either register in every semester (Fall, Winter and Spring/Summer) from the time of admission until the requirements of the degree have been met, or formally withdraw in accordance with regulation 2.5 below.

Students who have withdrawn from their Graduate program and later wish to return to Graduate Studies must re-apply, pay the re-application fee, and provide a letter to the Graduate Studies Officer stating their rationale for wishing to return to Graduate Studies at UNBC.

Students who have registered at another university or college since last in attendance at the University of Northern British Columbia are required to state the names of all educational institutions of post-secondary level attended and to submit an official transcript of their academic records at these institutions to the Office of the Registrar at least eight weeks prior to the semester applied for.

### **2.3 Definition of Full-Time and Part-Time Status**

A full-time graduate student during any one of the academic semesters is one who is either:

- enrolled in courses totalling a minimum of six credit hours during a single semester, or
- working on a dissertation, thesis, or project during a semester.

A part-time student is any student who does not fall in either category above.

Note that this definition does not necessarily govern the fee structure, which is determined at the time of admission.

## 2.4 Maximum Academic Load

**2.4.1** The maximum academic load in Graduate Studies during any semester is 18 credit hours of coursework or 15 credit hours of coursework plus thesis, dissertation, or project. Programs may limit students to fewer credit hours.

**2.4.2** Simultaneous enrolment in a graduate program and an undergraduate or certificate program is not permitted.

## 2.5 Withdrawal from the University

Students in degree programs who wish to withdraw, either temporarily or permanently, must do so formally. Requests for permanent withdrawal must be made to the Dean of Graduate Studies.

**2.5.1 Leave of Absence** Students who wish to request a leave of absence must apply in writing to the Dean of Graduate Studies stating the reason for the leave, with supporting documentation from their supervisor, and with detailed documentation (eg. a detailed doctor's note) explaining the need for such a leave. A leave of absence is granted for one semester only. Students must register for the next semester or request a further leave of absence. A student may normally have a leave of absence for no more than one year in a Master's program. Students cannot undertake academic or research work nor use any of the University's facilities during the period of leave. The transcript will record a "Leave of Absence."

**2.5.2** Students who wish to withdraw from Graduate Studies and have their transcript indicate that they were in good standing when they withdrew, must apply in writing to the Dean of Graduate Studies, with supporting documentation from their supervisor. The notation "Withdrawn with Permission" will be placed on their transcript. Students who fail to notify the university of their intention to withdraw from their graduate program will have the notation "Withdrawn without Permission" placed on their transcript.

**2.5.3** Time spent on an approved leave of absence (2.5.1) is not counted as part of the total time allowed for completion of the degree program (see 5.2).

## 2.6 Letter of Permission for Studies Elsewhere

Students currently registered in a graduate program who wish to undertake studies at another institution for transfer credit toward their graduate degree at UNBC must apply in writing to the Dean of Graduate Studies, specifying the host institution, the courses to be taken and their credit values. The application must be supported by the supervisor. Students must request that an official transcript be sent directly to the Office of the Registrar at UNBC from the host institution upon completion of the course(s). **Note: Students are required to maintain continuous registration and pay the semester fee at UNBC while studying elsewhere.**

## 2.7 Western Deans' Agreement

Students currently registered in a graduate program who wish to undertake studies at a western Canadian university for transfer credit toward their graduate degree at UNBC, may be eligible for exchange status under the provision of the Western Deans' Agreement. Forms for this purpose are available at the Office of Graduate Studies. Students must include an outline of the proposed course when submitting their Western Deans' Agreement Form to their supervisor. If the application is approved, the university concerned will be notified by the Dean of Graduate Studies and all tuition fees applicable will be waived by the host institution. Student fees, however, are still applied. All students attending other institutions under the provisions of the Western Deans' Agreement must register concurrently at UNBC in their thesis or project and pay the semester fee.

## 3.0 Student Responsibilities

- Students are responsible for familiarizing themselves with the Graduate Studies regulations. If students are unsure about any aspect of the Graduate Studies regulations, they should contact the Office of the Registrar or the Office of Graduate Studies.
- Students are responsible for familiarizing themselves with the program requirements and deadlines. If students are unsure about any aspect of the program regulations, they should contact the Program Chair.
- Students are responsible for ensuring the completeness and accuracy of their registration. If students are unsure about any aspect of their record, they should contact the Office of the Registrar.
- Students are responsible for familiarizing themselves with their fee obligations as outlined in the Fees section of the calendar on page 9. If students are unsure about any aspect of the fee regulations, they should contact the Office of the Registrar.
- Students are equally responsible for maintaining open communication with their academic supervisor, supervisory committee, and Program Chair through mutually agreed upon regular meetings. Any problems, real or potential, should be brought to the attention of the academic supervisor, supervisory committee and Program Chair promptly. Students should be aware that formal routes of appeal exist in the form of the Appeals Procedure of the Office of the Registrar (*see Appeals Section*).
- A letter mailed to a student's address as it appears on record in the Office of the Registrar will be deemed adequate notification to the student for all matters concerning the student's record. **Changes in address and telephone number must be reported promptly to the Office of the Registrar.**

## ■ 4.0 Academic Standing

### 4.1 Course Challenge

Graduate course challenge is not permitted in Graduate Studies.

## ■ 5.0 Academic Standards for Master's Degree Programs

### 5.1 Course and Program Requirements

**5.1.1 Graduate programs** Within the first semester of attendance in a graduate degree program, a completed Graduate Program and Supervisory Committee Approval Form will be forwarded to the Office of Graduate Studies by the graduate supervisor on behalf of each student. Unless otherwise specified, the remainder of the prescribed supervisory committee will be nominated and names forwarded to the Office of Graduate Studies by the program, normally within one semester of the first registration in the thesis, project or dissertation.

**5.1.2 Coursework and research** Considerable variation is permitted in the balance between research and the coursework required for the Master's degree, although most programs include a thesis based on research (*see 5.1.5 Master's degree without a thesis*).

Before the thesis, project or dissertation is written, the student should contact the Office of Graduate Studies for a copy of the *UNBC Thesis Preparation Guide*, which specifies academic and technical requirements to ensure acceptability of the thesis by the University and the National Library of Canada.

**5.1.3 Language requirements** Some Master's programs may require a reading knowledge of one or more languages other than English. Language requirements will be prescribed for individual students by the supervisory committee according to program regulations (see program entries). Such requirements are considered part of the student's program. When a language requirement is imposed, it must be met prior to taking the oral examination or, in the case of non-thesis Master's programs, before the completion of the comprehensive examination and/or the project oral.

**5.1.4 UNBC course requirements and applicability of transfer credit** At least half of the coursework taken must be completed as a degree candidate in Graduate Studies at the University of Northern British Columbia and be UNBC courses. On the recommendation of the Program concerned, the Dean of Graduate Studies may accept courses taken at other institutions for credit toward a UNBC graduate program.

Courses taken at the University of Northern British Columbia as a non-degree student in Graduate Studies may be considered for transfer to a graduate degree program (*see regulation 1.4.4*).

In order to qualify for transfer, courses must normally meet all of the following conditions:

- must be a graduate level course;
- must be completed with a grade of at least B (or equivalent);
- must not be used to meet the minimum admission requirements for Graduate Studies; and
- must not have been used to obtain any degree, diploma, certificate, or other credential.

The grades from courses allowed for transfer credit will not appear on the transcript, and they will not be used in determining sessional or cumulative grade point averages. Credit granted at another institution on the basis of life or work experience is not acceptable for transfer credit. For students admitted as mature students (*see regulation 1.3*) transfer credit will not normally be granted for courses taken before enrolling in Graduate Studies at UNBC.

**5.1.5 Master's degree without a thesis** Not all programs offer the option of a Master's degree without a thesis. The following regulations apply:

- a program of study must be approved as for all other graduate degrees;
- a supervisory committee shall be formed according to 5.4.2;
- there must be evidence of independent scholarly work which may be in the form of a project, extended paper(s), work report, etc. The credit value for this work may range from three to nine credit hours; and
- normally there shall be an oral examination, in accordance with regulation 5.5;

### 5.2 Time Limits

The maximum times for completion given below are not intended to be the normal times for completion. They are intended to take into account a wide variety of extraordinary circumstances and events that may delay completion.

**5.2.1** Normally, a student proceeding toward a Master's degree will be required to complete all the requirements for the degree within five years (60 consecutive months) from the date of the first registration in the Master's degree. In no case will a degree be awarded in less than 12 consecutive months from the time of the first registration. However, it is expected that a full-time student will complete a Master's degree within 36 consecutive months from the date of first registration.

## 5.3 Academic Performance

A student who fails to meet academic standards, or whose thesis, project, or dissertation is not progressing satisfactorily, may be required to withdraw by the Dean of Graduate Studies from Graduate Studies on the advice of the supervisor or the supervisory committee.

**5.3.1** Students must attain a semester grade point average (SGPA) of at least 3.0 (B) for every semester in which they are registered. Individual programs may set higher standards. Any student with an average below 3.0 will not be allowed to register in the next semester until their academic performance has been reviewed by their supervisory committee and continuation in Graduate Studies is approved by the committee and the Dean of Graduate Studies.

**5.3.2** Every grade lower than B– in a course taken for credit in Graduate Studies must be reviewed by the supervisory committee of the student and a recommendation must be made to the Dean of Graduate Studies for continuance of the student in the program. Such students will not be allowed to register in the next semester until approved to do so by the Dean of Graduate Studies.

**5.3.3** Graduate students may not repeat graduate courses except under exceptional circumstances and only with the approval of the Dean of Graduate Studies on the recommendation of the supervisory committee.

**5.3.4** Students registered in a thesis, project or dissertation will have their progress evaluated through an annual progress report filed with the Dean of Graduate Studies by their supervisor in consultation with the supervisory committee which contains recommendations for continuation.

**5.3.5** Conditions may be imposed by the Dean of Graduate Studies (upon the advice of the supervisory committee) for continuation in the program; these must be met within the next semester, or the student will be required to withdraw.

## 5.4 Academic Supervision

**5.4.1 Academic Supervisor** Each graduate student shall have a member of the faculty assigned as an Academic Supervisor to counsel the student in academic matters. The Academic Supervisor is nominated by the Program and approved by the Dean of Graduate Studies.

In particular, the Academic Supervisor must be aware of the nature and progress of research, the standards expected, the adequacy of progress, and the quality of work.

The Academic Supervisor and student must maintain contact through mutually agreed upon regular meetings, and be accessible to the student to give advice and constructive criticism. Supervisors who expect to be absent from the University for an extended period of time are responsible for making suitable arrangements with the student and the

Program Chair for the continued supervision of the student or for requesting the program to nominate another supervisor.

**5.4.2 Supervisory Committee** Each student shall have a supervisory committee nominated by the Program and approved by the Dean of Graduate Studies. The chair of this committee shall be the Academic Supervisor. The duties of the committee include: recommending a program of study chosen in conformity with the College and Program regulations; to meet periodically to facilitate appropriate supervision of the project, thesis or dissertation; participation in a final oral examination when the Program prescribes such an examination. The committee may conduct other examinations, and shall recommend to the Dean of Graduate Studies whether or not a degree be awarded to a candidate.

The committee shall consist of at least three members including the Academic Supervisor. One member must be from outside the Program.

## 5.5 Final Oral Examinations and Examining Committees

### 5.5.1 General Regulations

- Master's degrees require a final oral examination. Degrees by project, etc. may be examined and certified in a manner agreed upon by the Program and the Dean of Graduate Studies.
- students may proceed to an oral examination when the supervisory committee is satisfied that the thesis, project, dissertation, or other scholarly work represents an examinable document for the degree requirements. The supervisory committee confirms this by signing the *Request for Oral Examination and Appointment of an External Examiner* form. This form must be submitted to the Dean of Graduate Studies at least six weeks before the anticipated date of oral examination. Two copies of the thesis will be required by the Office of the Dean of Graduate Studies upon submission of the *Request for Oral Examination and Appointment of an External Examiner* form. One copy of the thesis will be forwarded to the External Examiner by the Office of the Dean of Graduate Studies. Regulations covering the format of thesis and dissertations may be obtained from the Office of Graduate Studies.

Before proceeding to the oral examination, all courses taken for credit in Graduate Studies must be completed with a cumulative grade point average of not less than 3.0 (B) and with no grade in any course less than B– (or the higher standard set by the individual program). Any language requirement must be met before the student proceeds to the oral examination.

- the Dean of Graduate Studies (or nominee) will act as Chair at the final oral examination. Any tenured member of the faculty at the Associate Professor level or higher with extensive experience in Graduate Studies is eligible to serve as the Dean's nominee.

**5.5.2 Examining committees** The role of the examining committee is to assess the thesis, project or dissertation and to conduct an oral examination based on that scholarly work. The examining committee will consist of the supervisory committee and at least one other examiner, called the external examiner, who must be from outside the program area and who has had no previous involvement with the student or the thesis research.

Examiners should have established reputations in the area of the thesis research, and should be able to judge whether a thesis is acceptable at a university comparable to UNBC. Ideally they should be at associate or full professor rank if they are at a university, or be of comparable stature if they are not at a university.

To ensure that arm's length, independent review is possible, the external examiner should not have participated directly in supervising the student or directing the work. Please refer to the *Policy on the Appointment of an External Examiner* available from the Office of Graduate Studies.

At the examination of the PhD dissertation, the dissertation must be passed by a majority of members that must include the external examiner.

For **Master's degrees without a thesis**, the membership of the final oral examining committee shall be determined and approved by the program and the Dean of Graduate Studies (see 5.5.1).

**5.5.3 Results of oral examinations** The decision of the examining committee shall be based on the content of the scholarly work or thesis as well as the candidate's ability to defend it. After the examination, the committee shall recommend to the Dean of Graduate Studies one of the following results:

### Clear Pass

- That the thesis, project or dissertation is acceptable as presented and the oral defence is acceptable.

In this case, all members of the examining committee shall sign the approval pages. The supervisor will then ensure that a "pass" grade is submitted to the Office of the Registrar for the student's thesis, project or dissertation.

### Pass with Minor Revision

- That the thesis, project or dissertation is acceptable subject to minor revision and the oral defence is acceptable.

In this case, all members of the examining committee except the supervisor shall sign the approval pages.

The supervisor shall sign the approval pages when the thesis, project or dissertation has been amended to include the changes that were requested by the examining committee. The supervisor will then ensure that a "pass" grade is submitted to the Office of the

Registrar for the student's thesis, project or dissertation.

### Pass with Major Revision

- That the thesis, project or dissertation is acceptable subject to major revision and the oral defence is acceptable.

In this case, none of the members of the examining committee shall sign the approval pages. The supervisor shall supervise the revision of the thesis, project or dissertation. When the revisions have been completed and have been approved by the supervisor, the supervisor shall distribute the revised thesis, project or dissertation to the rest of the examining committee. If it is acceptable to the examining committee, the supervisor shall ensure that the approval pages are signed by each member of the examining committee. The supervisor will then ensure that a "pass" grade is submitted to the Office of the Registrar for the student's thesis, project or dissertation.

### Adjournment of the Examination

- That the examination be adjourned.

This result should not be confused with failure (*see Failure below*). Examples of reasons to adjourn the examination include but are not limited to: further research or experimentation is required; the thesis is acceptable but the student has failed the oral defence; the external examiner casts the lone dissenting vote. In the case of an adjourned examination the candidate shall not be passed and no member shall sign the approval pages.

When an examination is adjourned, each member of the examining committee shall make a written report to the Dean of Graduate Studies within 14 calendar days of the date of the oral examination. After reviewing these reports the Dean sets a date for reconvening the examination. The Dean shall also determine whether or not the composition of the original committee is appropriate for the reconvened examination. The date for reconvening shall be no later than six months from the date of the first examination.

### Failure

That the thesis, project or dissertation is unacceptable and the oral defence is unacceptable.

If two or more members of the examining committee are opposed to passing the student, the student will not be recommended for the degree. In this case, the examining committee shall make a written report to the Dean of Graduate Studies within 14 calendar days from the date of the oral examination outlining the reasons for this decision. A student who fails the oral examination has the right to appeal and should consult with the Office of the Registrar regarding the appropriate procedures.

## 5.6 Degree Completion and Graduation

**5.6.1** The University Senate grants degrees in May each year. Each candidate for a degree must complete an Application for Graduation form and must pay the graduation fee (see page 9). Application for Graduation forms are available in the Office of the Registrar.

**5.6.2** The deadline for completing all requirements for the degree is the final business day in April for Spring graduation.

**5.6.3** Students can be considered for the awarding of a degree only when all of the following requirements have been satisfied:

- for Master's with thesis/project candidates: submission of two final copies of the thesis or project. Regulations governing proper submission are set out in the *UNBC Thesis Preparation Guide*. Only the latest version of these instructions is valid. Students should obtain a copy from the Office of Graduate Studies.
- for PhD candidates: submission of two final copies of the dissertation. Regulations governing proper submission are set out in the *UNBC Thesis Preparation Guide*. Only the latest version of these instructions is valid. Students should obtain a copy from the Office of Graduate Studies.
- the supervisor has signed off and submitted the approval pages for the student's thesis, project or dissertation to the Office of Graduate Studies.
- the supervisor has submitted a grade to the Office of the Registrar for the student's thesis, project or dissertation.
- an Application for Graduation has been submitted to the Office of the Registrar and an official degree audit has been completed by the University.
- payment of all outstanding fees. Those students who have outstanding accounts will not receive their degree parchment or be issued transcripts. Students should be aware of the semester fee payment schedule for graduate degrees (see Fees). All students must check their fee status with the Graduate Studies Officer at the Office of the Registrar.

## 6.0 Interdisciplinary Programs

The University of Northern British Columbia encourages interdisciplinary programs at the Master's level. Students interested in a graduate program that does not fall entirely within the boundaries of a single discipline should consult the Dean of Graduate Studies for advice on how to arrange such a program.

## 7.0 Appeals

Appeals are heard by the Senate Committee on Academic Appeals and are not subject to further appeal. Further information may be obtained from the Office of the Registrar. See also the Academic Appeals Policy and Procedures section under the Regulations and Policies section of the calendar.

## 8.0 Research Services

All matters concerning the administration of research grants and contracts are handled by the Office of the Vice-President Research, to which inquiries concerning research policies and procedures should be directed. Students whose research falls within the University definition of research involving human and non-human subjects and other ethical and safety issues must receive prior approval from the appropriate screening committee. Regulations on these issues may be obtained from the Office of the Vice-President Research. The Office of the Vice-President Research should be contacted for further details concerning research oriented services offered to graduate students.

## 9.0 Regulations Governing Doctoral Programs

The following calendar regulations apply to Doctoral students as well as to Master's students:

- Admission
- GRE requirements
- Admission to non-degree coursework
- Auditing graduate courses
- English requirements for international students
- Registration procedures and status
- Student responsibilities
- Academic standing
- Academic performance

### 9.1 Admission

**9.1.1** Admission to a Doctoral degree program normally requires a Master's degree or equivalent from a recognized institution. Admission to a Doctoral degree program requires evidence that the applicant is capable of undertaking substantial original research. Such capability will be judged partly by means of three external assessment reports sent directly to the Office of the Registrar by qualified referees.

**9.1.2** Admission to a PhD program will require a cumulative GPA of 3.33 (B+) from the Baccalaureate and Master's degree, to be calculated over the last 30 credit hours of graded academic coursework.

**9.1.3** Admission to a Doctoral program without a Master's degree normally requires a Baccalaureate degree from a recognized institution with a cumulative GPA of at least 3.67 (A-) and the completion of at least two semesters of a Master's degree program at the University of Northern British Columbia with a cumulative GPA of at least 3.67 (A-).

**9.1.4** Transfer from a Master's to a Doctoral program may be recommended to the Dean of Graduate Studies by the appropriate Program and Dean. No more than four full-time fee installments or the equivalent for part-time students will be credited in such cases towards the fees for the Doctoral program.

The minimum requirement for a Doctoral degree is 24 credit hours of work beyond the Master's level, or 36 credit hours of work beyond the Bachelor's level, and satisfactory completion of the prescribed program. Individual programs may require more credit hours of work.

## 9.2 The Dissertation

A Doctoral program requires a broad and comprehensive knowledge of the field or fields of study, such knowledge to be demonstrated through a candidacy examination. It also requires the completion of a research project culminating in a dissertation which meets the requirements and standards of the College. This dissertation must contain original work, and must be a significant and original contribution to knowledge in the candidate's field(s) of study. It must contain evidence of broad knowledge of the relevant literature, and must demonstrate a critical understanding of the works of scholars eminent in the field(s) related to the dissertation. The dissertation should, in the opinion of scholars in the field(s), merit publication, in whole or in part.

The general style and form of dissertations may differ from program to program and between Colleges, but all dissertations must be presented in a form which constitutes a connected and continuous text. The dissertation may contain material previously published by the candidate, whether alone or in conjunction with others. Such previously published material must be fully integrated into the dissertation. In such cases, the candidate's own work must be clearly distinguished from that of other researchers. The candidate is responsible at the final oral examination for defence of the entire contents of the dissertation.

Before beginning to write the dissertation, the candidate should obtain a copy of the *UNBC Thesis Preparation Guide* from the Office of Graduate Studies; this specifies the academic and technical requirements necessary to ensure that the work is acceptable to the University and to the National Library of Canada.

## 9.3 Language Requirements

A Doctoral program may require a reading knowledge of one or more languages other than English. Language requirements will be set for individual students by their supervisory committees according to the regulations of the Programs or Colleges, and shall as a rule be geared to the individual research requirements of each candidate. Where language requirements are set, they shall be considered part of the student's program, and must be met at the latest before the student defends the dissertation.

## 9.4 Course Transfer

On the recommendation of the Program concerned, the Dean of Graduate Studies may accept courses taken at other recognized universities for credit towards a Doctoral program. However, at least half of the courses taken for the degree must be taken as a graduate student at the University of Northern British Columbia.

## 9.5 Time Limit

The maximum times for completion given below are not intended to be the normal times for completion. They are intended to take into account a wide variety of extraordinary circumstances and events that may delay completion.

Normally, a student proceeding to a Doctoral degree must complete all the degree requirements within seven consecutive years (84 consecutive months) from the date of first registration in the program. If the student has transferred from a Master's program, completion is required within seven years of the date of the first registration in a Master's program.

**9.5.1 Residency Requirement** A student with a Master's degree registering in a Doctoral program must pursue studies under the direction of a faculty member as a full-time student for at least two full semesters within 24 consecutive months of initial registration.

## 9.6 Academic Supervision

**9.6.1** Each Doctoral candidate shall have a member of the Program assigned as Academic Supervisor to counsel the student in academic matters. The supervisor is nominated by the Program and approved by the Dean of Graduate Studies.

The supervisor must be aware of the various university regulations; must provide guidance to the student on the nature of research, the standards required, the adequacy of the student's progress, and the quality of the student's work; and must be accessible to the student to give advice and constructive criticism.

The supervisor and student must maintain contact through regular meetings. Supervisors who expect to be absent from the University for an extended period of time must make suitable arrangements with the student and the Program for the continued supervision of the student, or must request the Program or College to nominate another supervisor.

**9.6.2 Supervisory Committee** Each student will have a supervisory committee nominated by the Program and approved by the Dean of Graduate Studies. The chair of this committee will be the College Dean, Program Chair or designate. The duties of the committee include recommending a program of study chosen in conformity with College and Program regulations, supervision of the dissertation, and participation in a final oral examination. The committee may conduct other examinations, and will recommend to the Dean of Graduate Studies whether or not a degree shall be awarded to the candidate.

The composition of the Doctoral supervisory committee shall be as follows: at least four members including the academic supervisor. At least one member of the committee must be from outside the Program in which the candidate's research is being carried out.

## **9.7 Doctoral Candidacy Examination**

Within two years of registration as a Doctoral candidate and at least six months before the final oral examination, a student must pass a candidacy examination. The purpose of this examination is to test the student's understanding of material considered essential to completion of the degree, and to test the student's competence to conduct the research which will culminate in the dissertation. The candidacy examination may be written or oral, or both, at the discretion of the Program. Individual Programs or supervisory committees may also require other examinations in addition to the candidacy examination. Examples of such examinations would be those to test competence in languages other than English, in statistics, in computing, or in other research skills. In some Programs or Colleges there may be, in addition to the candidacy examinations, comprehensive examinations to be completed before the candidacy examinations, to test knowledge in the field.

The candidacy examination is a requirement of the Office of Graduate Studies, and cannot be waived by any Program. However, the form, content, and administration of such examinations are determined by the individual Programs or Colleges. While there may be wide variety in the content of candidacy examinations, the manner in which the examinations are constructed, conducted, and evaluated must be consistent within Programs.

Programs are responsible for providing students with a written statement of procedures, requirements, and regulations governing candidacy examinations. This information must be provided to Doctoral students at their initial registration, and must be on file with the Office of Graduate Studies.

When a student has successfully completed the candidacy examination, the College Dean, Program Chair or Graduate Advisor is responsible for sending confirmation of the fact, signed by all members of the supervisory committee, to the Dean of Graduate Studies.

## **9.8 Final Oral Examinations**

All Doctoral programs require a final oral examination. The regulations for such examinations are the same as for Master's programs, except for 5.5.2 Examining Committees, the final oral examining committee. In the case of a Doctoral degree, the final oral examining committee shall consist of the Dean of Graduate Studies or nominee as Chair, the supervisory committee, and at least one other examiner from outside the university, who will normally attend the oral examination. Such external examiners are appointed by the Dean of Graduate Studies in consultation with the supervisor, and must be authorities in the scholarly field(s) being examined.

## **9.9 Degree Completion and Graduation**

The degree completion and graduation regulations (refer to 5.6) also apply to Doctoral candidates.

# Graduate Programs

## ■ Community Health Science (MSc Program)

This interdisciplinary program provides opportunities for health professionals and others working in the health field to obtain interdisciplinary training, not only in the Faculty of Health and Human Sciences, but also across the University.

The program provides an opportunity for doctors, nurses, physical therapists and occupational therapists, nutritionists, health educators, health and social service administrators and those interested in the health field to pursue a program that will enhance their skills in areas related to health policy, administration, education and research. In addition, nurses who wish to pursue a program that enhances their clinical skills may pursue a nursing stream that has been established in this program.

### Admission

In addition to the admission application requirements outlined in Section 1.0 (see *Graduate Studies Admissions and Regulations*), applicants are required to undergo a criminal records search and provide evidence of this prior to being considered for admission. Refer to page 76.

### Prerequisites

An undergraduate course in statistics or biostatistics. In addition to courses taught in departments of Mathematics or Statistics, courses that are included in social sciences programs such as psychology or sociology and in the curricula of undergraduate health professions meet this requirement.

An undergraduate course in research methodology. Appropriate courses include those found in social science undergraduate programs and in the curricula of undergraduate health professions.

### Additional Prerequisites for Nursing Stream

Students are expected to have undergraduate courses in nursing theory, health assessment, and community health nursing.

Students must have and maintain practising registration with the Registered Nurses Association of British Columbia. A letter confirming verification of registration from the Association must be received by the Office of the Registrar prior to registration each year.

### Requirements

Eight (24 credit hours) courses at the graduate level and a thesis (six credit hours) are required.

The following courses must be completed by ALL students as part of their program.

HHSC 601-3 Principles of Epidemiology  
 HHSC 602-3\* Organization and Financing of Canadian Health Care  
 HHSC 603-3\*\* Community Research Methods  
 Multivariate Statistics\*\*\*

\* This requirement may be met by taking POLS 603-3 (Social and Health Policy and Administration) unless a student has taken POLS 403-3 (Social and Health Policy and Administration) in their undergraduate work.

\*\* This requirement may be met by taking SOCW 600-3 (Social Work and Community Data Analysis), SOCW 609-3 (Advanced Quantitative Research) or EDUC 601-3 (Educational Research Design and Methodology).

\*\*\*This requirement can be met by PSYC 600-4 (Quantitative Methods I), PSYC 605-4 (Quantitative Methods II), EDUC 603-3 (Advanced Educational Research Data Analysis), or another graduate level statistics course.

### Additional Courses

#### General Stream

Four (12 credit hours) courses, chosen in consultation with the advisor.

#### Nursing Stream

NURS 701-6 Advanced Clinical Practice in Community Health Nursing  
 or NURS 702-6 Continuing Community Care  
 NURS 703-3 Health Program Development and Evaluation

One Elective chosen to complement the concentration

#### Thesis

The thesis shall be assigned a credit of six hours.

#### Transfer Credit

A maximum of two courses (six credit hours) completed with at least a B standing at a recognized University may be transferred with the approval of the advisor and the Chair of the program.

## **Courses from other Faculties**

A variety of courses in Anthropology, Biology, Chemistry, Economics, Environmental Studies, First Nations Studies, History, International Studies, Public Administration, and Women's Studies have been identified as appropriate for this program.

## **■ Disability Management (MA Program)**

This interdisciplinary program is the first of its kind in Canada. The program will provide graduates with the knowledge and skills necessary to assist labour, management, insurance providers, employers and employees with the development of successful work entry or return to work strategies for persons with disabilities.

The program will be attractive to students interested in integrating the fields of economics, community health, social work, psychology, education, and business. The unique combination of course work, research and the practical application of knowledge will give students a well-rounded, applied education in the field of Disability Management.

The program is available on a part-time basis via distance on the World Wide Web. Please see our web site [www.unbc.ca/disabilitymanagement](http://www.unbc.ca/disabilitymanagement) for details.

## **Admission**

In addition to the admission application requirements outlined in Section 1.0 of the Graduate Studies Admissions and Regulations, applicants are required to undergo a criminal records search and provide evidence of this prior to their admission being considered. Refer to page 76.

The program will consist of five components:

Core courses in Disability Management	9 credits
Research methods courses	6 credits
Electives	12 credits
Internship or Practicum	6 credits
Research Project	3 credits
<b>Total</b>	<b>36 credits</b>

## **Requirements**

### **Core Courses**

HHSC 710-3	Foundations in Disability Management
HHSC 711-3	Disability Management: Legislation, Policy & Procedures
HHSC 712-3	Disability Management Interventions

### **Research Methods**

HHSC 603-3	Community Research Methods
PSYC 680-3	Critical Analysis in Psychology and the Health Sciences

### **Electives**

Candidates must complete a minimum of 12 credit hours from the following list, with not more than six credit hours from any one area (ECON, HHSC, PSYC, COMM, etc.).

ECON 610-3	Health Economics
ECON 611-3	Cost-Benefit Analysis
EDUC 613-3	Interpersonal Counselling Skills
HHSC 600-3	Critical Social and Health Issues in Northern Communities
HHSC 602-3	Organization and Financing of Canadian Health Care
POLS 603-3	Social and Health Policy and Administration
PSYC 620-3	Health Psychology
PSYC 720-3	Cross-Cultural Communication in Health Care Settings
PSYC 730-3	Psychological Interventions
SOCW 605-3	Community Work/Politics of Change
*SOCW 654-3	Disability Issues
COMM 630-3	Organizational Studies
COMM 631-3	Labour Management Relations
*HHSC 609-3	Professional Ethics in Health Management
HHSC 798-(3-6)	Directed Studies
*New courses to be developed and implemented as a result of the program.	

### **Practicum**

Students taking this program will be involved in field-based learning activities for the purpose of pursuing and developing research/policy/administration/practice skills within a related employment area. The practicum component stresses independent learning and permits students to test or develop theory in the context of fieldwork. The form of field practice components will vary widely in accordance with the learning needs of the students. The practicum will lead to a written report that reflects students' critical analysis of their practice settings. The report should further demonstrate a deepening of professional competence, analytical skills, and professional judgement and represent a contribution to the knowledge and skill base of the profession. The duration of this component will be a three-month continuous term.

### **Research Project**

The project will be a research exercise involving the collection and evaluation of evidence according to scientific criteria and resulting in an article length manuscript. Students are asked to develop theoretically defensible innovations in disability management practice. These may include innovative retraining programs, intervention strategies, the development of new human resource policies, or counselling practices. The efficacy of the innovations must be evaluated and the results reported as a part of a formal report of the project.

## ■ Education (MEd Program)

The graduate studies program in Education is responsible for the preparation of professional educators who may pursue advanced study at the doctoral level and/or advanced professional employment.

As distinct from undergraduate degree programs which advance students' knowledge of their disciplines, graduate degree programs at the Master's level have the more difficult task of not only advancing students' knowledge to the point of mastery, but also preparing students to demonstrate that they are capable of advancing the knowledge of their disciplines. The MEd degree awarded under the authority of the Education program includes the courses and supervised study necessary to meet this obligation.

### **Admission**

The number of spaces in the MEd degree program is limited; therefore, the admission process is competitive. Admission is by a selection process which is conducted annually during the Winter Semester. **The deadline for all applications is February 15.**

In addition to full-time students, the Education degree programs attempt to accommodate part-time students who may hold full-time jobs. For this reason, most of the Education courses are offered in the late afternoon and evening as well as during Summer Session so they can be accessed by persons during their annual vacation. It is recommended that students plan to make full use of the Summer Session offerings to complete their degree within the prescribed time limit. It is also recommended that students complete EDUC 601-3 (Educational Research Design and Methodology) and EDUC 602-4 (Educational Research Data Analysis) during the first half of their MEd Program.

### **Requirements**

Provided that such courses have not been associated with the receipt of either a degree or diploma from UNBC or another educational institution, students may apply to the Dean of Graduate Studies for up to six credits for previously completed courses that are equivalent to those completed in the MEd program. Where equivalent courses have been associated previously with the receipt of either a degree or diploma, students will be permitted to elect alternative courses from the MEd program to satisfy the requirements for the degree.

With the permission of their Academic Supervisor and the Education Program Chair, students in Counselling or Curriculum and Instruction may take up to six credits of elective coursework from UNBC programs other than that in which they are completing their specialization. This may include courses in other Education program specializations. Except under highly unusual circumstances, thesis students will be advised to take the research seminar course, EDUC

795-3. Students completing a thesis may be advised to include EDUC 603-4 (Advanced Educational Research Data Analysis) or EDUC 610-3 (Qualitative Analysis in Education) in their degree program in addition to the required courses.

Students who anticipate continuing their studies beyond the Master's level are advised that some universities require applicants to have completed a thesis before they will be considered for admission to graduate study programs at the doctoral level.

## **MEd Program Requirements**

### ***Thesis Requirement***

The thesis pattern of study emphasizes academic study, research, and the successful completion of a thesis. This program pattern is designed to develop each student's ability to evaluate educational theory and practice and conduct research that contributes to the discipline. The thesis pattern requires the successful completion of a minimum of 37 credit hours of graduate course credit. This credit must include a minimum of 28 credit hours of graduate coursework, and at least nine credit hours of supervised research culminating in the completion of a thesis and the successful defense of it in an oral examination.

### ***Project Requirement***

The project pattern of study emphasizes the study of educational theory and practice and the successful completion of an innovative research and/or development project that addresses a particular aspect of educational practice. This program pattern is designed to develop a student's ability to evaluate and improve professional practice in the discipline. The project pattern requires the completion of a minimum of 37 credit hours of graduate course credit. This credit must include a minimum of 31 credit hours of graduate coursework, and at least six (6) credit hours of supervised work culminating in the successful completion of a project.

### ***Comprehensive Examination Requirement***

The comprehensive examination pattern of study requires the successful completion of a comprehensive examination that evaluates a candidate's knowledge of education theory, research and practice in his/her field of study (Counselling or Curriculum and Instruction). This program pattern is designed to enhance and reinforce a student's knowledge of both educational theory and practice as well as their interrelationship. The comprehensive examination pattern requires the successful completion of a minimum of 37 credit hours of graduate course credit. This credit must include a minimum of 34 credit hours of graduate coursework and at least three credit hours of supervised comprehensive reading culminating in the successful completion of a written comprehensive examination.

## Educational Counselling

The Educational Counselling specialization is designed to prepare counsellors to provide professional services and leadership in the educational programs offered in schools, post-secondary institutions, social service agencies, and community health organizations. Students have the opportunity to choose the type/s of counselling they wish to focus upon and to complete periods of supervised clinical practice in practicum settings that are relevant to their interests. The program includes an integrated core of required courses, elective courses, and a thesis, project or comprehensive examination. Counselling students are required to complete either six core courses, three elective courses, and a thesis or six core courses, five elective courses, and a project or comprehensive examination. The course requirements and courses for the Counselling program appear below.

### Criminal Record Search

In addition to the admission application requirements outlined in Section 1.0 (see *Graduate Studies Admissions and Regulations*), applicants are required to undergo a criminal record search and provide evidence of this prior to being considered for admission. Refer to page 76.

### Required Courses

EDUC 601-3	Educational Research Design and Methodology
EDUC 602-4	Educational Research Data Analysis
EDUC 711-3	Counselling Theory
EDUC 712-3	Counselling Practice
EDUC 714-3	Group Counselling Processes
EDUC 719-3	Counselling Practicum

### Elective Courses

EDUC 603-4	Advanced Educational Research Data Analysis
EDUC 610-3	Qualitative Analysis in Education
EDUC 613-3	Interpersonal Counselling Skills
EDUC 618-3	Working with Parents and Families
EDUC 619-3	First Nations Counselling
EDUC 620-4	Educational Measurement and Evaluation
EDUC 633-3	Human Development: Implications for Education
EDUC 634-3	Achievement Motivation
EDUC 635-3	Educating Exceptional Students
EDUC 636-3	Language and Learning Disabilities
EDUC 641-3	Principles of Instruction
EDUC 644-3	Educational Programs: Development, Implementation and Evaluation
EDUC 646-3	First Nations Education
EDUC 647-3	Educational Issues in Northern Schools
EDUC 690-3	Health and Human Sciences: Interdisciplinary Seminar
EDUC 691-3	Education Programs: Interdisciplinary Seminar

EDUC 692-3	Special Topics
EDUC 693-3	Directed Reading: Independent study under the direction of a faculty member
EDUC 715-3	Educational and Career Counselling
EDUC 716-3	Clinical Counselling
EDUC 721-3	Individual Assessment of Aptitudes and Achievement
EDUC 795-3	Research Seminar

### Thesis, Project or Comprehensive Examination

EDUC 797-3	Comprehensive Examination
EDUC 798-6	MEd Project
EDUC 799-9	MEd Thesis

## Curriculum and Instruction

The Curriculum and Instruction specialization is designed to prepare graduates to develop and evaluate educational programs across a range of educational levels and contexts. The focus area, Language in Education, is designed as the basis for specialized study and research in language education, or as the communicative foundation for other curricular areas or educational contexts such as educational leadership or early childhood education. The program includes required core courses, focus area courses, elective courses, and a thesis, project or comprehensive examination. MEd students in Curriculum and Instruction are required to complete either four core courses, two focus area courses, three elective courses and a thesis, OR four core courses, two focus area courses, four elective courses and a project, OR four core courses, two focus area courses, five elective courses, and the comprehensive examination. The core and focus area courses are designed to emphasize the linkages among disciplinary foundations of education, curriculum and instruction theory, and teaching practice, and to reflect the UNBC emphases on northern, First Nations, women's, international, and interdisciplinary studies. The course requirements and courses for the Curriculum and Instruction program are presented below.

### Required Core Courses

EDUC 601-3	Educational Research Design and Methodology
EDUC 602-4	Educational Research Data Analysis
EDUC 740-3	Curriculum Development and Evaluation
EDUC 780-3	Foundations of Education

### Required Focus Area Courses

Additional focus areas in Curriculum and Instruction will be phased in as resources permit.

**Language in Education**

**Required Courses**

- EDUC 632-3 Language Development: Implications for Education
- EDUC 645-3 Discourse in Classrooms

**Elective Courses**

- EDUC 603-4 Advanced Educational Research Data Analysis
- EDUC 610-3 Qualitative Analysis in Education
- EDUC 620-4 Educational Measurement and Evaluation
- EDUC 631-3 Educational Applications of Computer Technology
- EDUC 633-3 Human Development: Implications for Education
- EDUC 634-3 Achievement Motivation
- EDUC 635-3 Educating Exceptional Students
- EDUC 636-3 Language and Learning Disabilities
- EDUC 641-3 Principles of Instruction
- EDUC 644-3 Educational Programs: Development, Implementation and Evaluation
- EDUC 646-3 First Nations Education
- EDUC 647-3 Educational Issues in Northern Schools
- EDUC 648-3 Oral Traditions and Literacy Development
- EDUC 649-3 Elementary Language, Literacy, and Literature
- EDUC 650-3 Secondary Language, Literacy, and Literature
- EDUC 651-3 Mathematics Education
- EDUC 652-3 Science Education
- EDUC 653-3 Social Studies Education
- EDUC 690-3 Health and Human Sciences: Interdisciplinary Seminar
- EDUC 691-3 Education Programs: Interdisciplinary Seminar
- EDUC 692-3 Special Topics
- EDUC 693-3 Directed Reading: Independent study under the direction of a faculty member
- EDUC 721-3 Individual Assessment of Aptitudes and Achievement
- EDUC 795-3 Research Seminar

**Thesis, Project or Comprehensive Examination**

- EDUC 797-3 Comprehensive Examination
- EDUC 798-6 MEd Project
- EDUC 799-9 MEd Thesis

**MEd Program Quesnel School District**

The Education Program also offers a Master's of Education to a cohort in partnership with the Quesnel School District.

**Required Courses**

- EDUC 601-3 Educational Research Design and Methodology
- EDUC 602-4 Educational Research Data Analysis
- EDUC 613-3 Interpersonal Counselling Skills
- EDUC 634-3 Achievement Motivation
- EDUC 641-3 Principles of Instruction
- EDUC 645-3 Discourse in Classrooms
- EDUC 715-3 Educational and Career Counselling
- EDUC 740-3 Curriculum Development and Evaluation
- EDUC 780-3 Foundations of Education
- New Course Leadership Issues in Northern Schools (course to be developed)

**Two Semester Project**

- EDUC 795-3 Research Seminar
- EDUC 798-6 MEd Project

It is possible that, in the future, other cohorts will be offered a similar degree.

**■ First Nations Studies (MA Program)**

The UNBC, MA program in First Nations Studies establishes the points of view of First Nations people and communities as the starting point for description and analysis, and contextualizes issues from this perspective. Courses will orient students to question underlying assumptions of everyday study. A special emphasis will be placed on creating opportunities for students to learn from and about the First Nations of the north, including courses taught in First Nations communities, internships, and community-based research projects. Each student's program will culminate in completion of either a thesis or major project.

In addition to the high priority on the First Nations of northern British Columbia, offerings will include topics relevant to the First Nations of Canada and indigenous peoples of the world. The two specific streams of study within the program are First Nations Issues and Approaches, emphasizing the development of theory and method for the understanding of contemporary issues, and Northern Nations, which will facilitate students who aim to develop skills, knowledge and experience in the study of the languages and cultures of northern British Columbia. Links to other graduate programs at UNBC will enrich the options for interdisciplinary work in areas such as Women's Studies, History, Environmental Studies, and Geography, etc.

## Requirements

The 30 credit hours that make up the MA in First Nations Studies will normally be completed within 30 months of entry into the program. The first year is normally devoted to course work and the second year dedicated to preparing a thesis or project. All students must take FNST 600-3 (Foundations of First Nations Studies), FNST 602-3 (The Practice of Research), and FNST 790-3 (Internship), one elective course in the student's chosen stream, and one elective course from the university graduate studies calendar. Students must also register in either the thesis (FNST 799-15) or project (FNST 797-12). The project path requires students to take an additional course from either the First Nations Issues and Approaches stream or from the Northern Nations stream.

Internships allow the students to gain first-hand experience with communities. A student with experience equivalent to an internship may request that the internship requirement be waived by the Program Chair and substitute an additional elective course. Normally internships are arranged on an individual basis. The student, in consultation with a host community or organization, must write a proposal.

Decisions on the appropriateness of the internship are made by the First Nations Studies program, based on the merits of the proposal, the nature of the experiential component, and the value of the internship to the host and to the student. In particular, the proposal must indicate the student is under the supervision of the community in order for the student to acquire direct training in community dynamics. Students are expected to keep a record of the internship, and write a report for the First Nations Studies program that places the experiential component of the internship into the context of the student's academic training. The host also provides the First Nations Studies program with an independent evaluation of the internship and of the student's performance. A student may be permitted to substitute a second internship for the open elective course.

Students are expected to demonstrate a general knowledge of the aboriginal peoples of Canada comparable in scope and depth to the material covered in FNST 100-3 (The Aboriginal Peoples of Canada). Students lacking such knowledge on entering the program will be required to make up the deficiency through suitable coursework, normally during their first semester in the MA program. Such coursework will not count toward the course requirements for the program.

## Language Requirement

No additional language requirements are required. However, students should be aware that command of one or more languages other than English may be necessary in order to pursue particular types of research.

## Gender Studies (MA Program)

The Gender Studies program is an innovative interdisciplinary program designed for students to optimize their research, learning and teaching interests within the fields of feminism and gender studies. This program prepares students both for the workforce and for further postgraduate studies at the doctoral level. In consultation with a Gender Studies faculty advisor students are expected to take the initiative in creating a program of study that will combine a feminist methodological and theoretical approach to questions of gender, race, class, sexuality, ethnicity and nationalism with their key area(s) of concentration.

The Gender Studies program includes the following areas: Feminist Literary and Cultural Studies, Feminist Postcolonial and Critical Theory, Feminist Jurisprudence, First Nations Women, Feminist Ethics, Lesbian and Gay Studies, and Feminist Perspectives on Science and Technology.

## Requirements

### *MA with Thesis*

The MA with thesis is 24 credit hours in total, normally taking up to two years.

Fifteen credit hours (five courses) plus GNDR 700-9 (Gender Studies Thesis). Students may take a maximum of four courses per semester. The thesis will include a written text (maximum of 100 pages) and will be defended in an oral examination. Students interested in alternative forms of presentation must obtain special permission from the Chair of the program and Dean of Graduate Studies. MA thesis work is expected to be original and make a substantive contribution to knowledge and the means of expressing that knowledge.

Students are required to include in their credit hours GNDR 611-3 (Feminist Theories). Students working in the field of Social Science research are required to include in their credit hours GNDR 611-3 (Feminist Theories) and GNDR 609-3 (Advanced Feminist Methods).

### *MA without Thesis*

The MA with coursework only is 24 credit hours and can be completed in one year.

Twenty one credit hours (seven courses) plus GNDR 701-3 (Gender Studies Major Research Paper). Students may take a maximum of four courses per semester. The major research paper is expected to be 30 to 40 pages and to extend from an original research project already initiated in coursework.

## **GRADUATE PROGRAMS: GENDER STUDIES, HISTORY**

Students are required to include in their credit hours GNDR 611-3 (Feminist Theories). Students working in the field of Social Science research are required to include in their credit hours GNDR 611-3 (Feminist Theories) and GNDR 609-3 (Advanced Feminist Methods).

Students taking either the MA with Thesis or MA without Thesis may take courses in other graduate programs with the approval of the Chair or the Director of the Gender Studies Program and the Dean of Graduate Studies. The interdisciplinary component in the Gender Studies program encourages students to articulate their studies with other interdisciplinary graduate programs such as International Studies, Environmental Studies, and First Nations Studies. Students may also choose to take graduate courses in the regular disciplinary fields such as History, Biology, and Political Science.

### **■ History (MA Program)**

History is society's memory. Like an individual with amnesia, a society without history lacks direction. By understanding the past and where we have come from, we will think more clearly about the present and perhaps even better determine the future. This general truism is nowhere more valid than in northern British Columbia. So far, the history of this province has been written as if the north did not exist and a graduate program in History at UNBC will begin to make up that deficiency. At the same time, no region should or can be seen in isolation. Parochialism and narrowness must be avoided, for we can understand the past of our own area only by reference to the history of other places. So graduate students in history will begin by taking broad, thematic courses. They will then apply the ideas and generalizations learned in these courses to the writing of an MA thesis on a particular topic. Many, though not necessarily all, student theses will be on the history of northern British Columbia.

The graduate program in history will not cover all things, but will focus on areas of strength. Thus it will concentrate on northern, First Nations, gender, and environmental history, along with some aspects of the history of international relations.

The History program offers the opportunity for graduate study leading to the MA degree. The major areas of study are Canada, the United States, Europe and the Pacific with an emphasis on Native, northern, gender, and environmental history as well as the history of international relations. Students will be accepted only in the areas of specialization in the History program subject to the availability of an appropriate supervisor.

Upon admission to the MA program, each student will be assigned a supervisor who will be responsible for the student's program and progress. There are two components to the MA program: coursework and thesis/project; students will normally be expected to complete their coursework in two semesters and the total program in four.

### **Admission**

In addition to the admission application requirements outlined in Section 1.0 (see *Graduate Studies Admissions and Regulations*), applicants must also supply a sample of written work (thesis or paper) as part of their application.

### **Requirements**

Candidates for the MA degree must satisfy the following requirements.

#### **Coursework**

Students will be expected to take four graduate courses for 12 hours of credit. Courses will be thematic in approach and students will, in consultation with their supervisor, select from the following list with the exception of the Seminar in Historical Methodology and Research which is compulsory. Students may take one of their courses in another related program.

#### **Thesis/Project**

Each student will be required to write a thesis or project. Students will be expected to decide on their thesis topic, sources and approach as part of HIST 700-3 (Seminar in Historical Methodology and Research), which will normally be taken in their second semester. The thesis must be based on original research and demonstrate an understanding of historical writing and practice as well as independent, critical thought.

The project will be an equivalent alternative to a thesis. Candidates will defend the project before a committee of academic and community examiners. The criteria for examination stipulate that the project must be substantial (the equivalent in terms of research and preparation of a 100 page thesis), must have practical application, must include actual implementation or an implementation plan.

#### **Required Course**

HIST 700-3 Seminar in Historical Methodology and Research

#### **Elective Courses**

HIST 701-3 Themes in the History of Gender  
HIST 702-3 Themes in Native History  
HIST 703-3 Themes in the History of Peripheral Areas  
HIST 704-3 Themes in Environmental History  
HIST 705-3 Themes in the History of International Relations  
HIST 799-3 Independent Study

## ■ Interdisciplinary Studies (MA Program)

Not all advances in knowledge, nor in creativity, take place within established disciplines. In fact, innovative thinking and creativity may be unleashed by diminishing or deliberately removing the boundaries between disciplines, or by bridging the boundaries.

The MA in Interdisciplinary Studies is specifically designed to enable students to pursue intellectual development outside the constraints of traditional disciplines. Applicants interested in interdisciplinary studies in the Humanities and Social Sciences should consult the Dean of Graduate Studies directly for advice on how to tailor a course of studies appropriate to their interests.

An applicant may undertake the MA in Interdisciplinary Studies only under the following circumstances:

- The applicant's proposed course of studies cannot be pursued within an existing degree.
- The applicant has a well-conceived idea of the course of studies and thesis topic that he/she wishes to pursue.

An interdisciplinary degree program shall normally follow the following guidelines or criteria:

- The intellectual rationale of the thesis must be truly interdisciplinary; that is, it must draw from at least two of the university programs described in the *UNBC Graduate Calendar*.
- All interdisciplinary programs shall include a 12 credit thesis, and shall be composed of a minimum total of 27 credit hours.
- The number of courses included in the MA in Interdisciplinary Studies shall be at least five, but may be more if it is deemed by the supervisor and supervisory committee that additional courses are necessary.
- A student may not take all courses, nor all but one course from the same program.
- It must be clearly demonstrated in the proposal that the subject of study cannot be contained within one graduate program. For example, a proposal to study the history of women would not be interdisciplinary unless it could be shown that it could not be contained within the History or Gender Studies Programs, or within History with one course supplied by Gender Studies, or within Gender Studies with a course supplied by History.
- For administrative purposes, only the Program to which the thesis supervisor is appointed shall be deemed the student's discipline.

### Admission

An applicant's undergraduate qualifications will be evaluated as one of the principal determinants of his/her preparation to successfully complete the chosen course of studies and thesis research.

Applicants may wish to consult with the Dean of Graduate Studies prior to applying for the MA in Interdisciplinary Studies. The Dean of Graduate Studies may advise the applicant to apply to an existing Program, or may advise the applicant to contact members of the faculty who may have interests suitable to the course of study the applicant wishes to pursue.

Persons seeking admission to undertake the MA in Interdisciplinary Studies should apply directly to the Office of the Registrar.

An Interdisciplinary Studies Committee will evaluate applications. This committee will consist of three faculty members and be chaired by the Dean of Graduate Studies. The deadline for applications to the MA in Interdisciplinary Studies will be February 15 and September 15 annually.

Before the committee will consider an application to the MA in Interdisciplinary Studies, the applicant must select a thesis supervisor. In addition, the applicant must select and have approved by the supervisor and the supervisory committee, the courses which are to be taken. The applicant must submit a proposal to the Office of the Registrar before the deadlines. This proposal must also contain the following:

- The reasons why an interdisciplinary arrangement is being requested, and the philosophy or principles underlying the request. The academic merit and intellectual coherence of the proposal must be made clear.
- A statement of reasons why the proposed program cannot be carried out within an existing program.
- The name of the proposed thesis supervisor, with his/her signature as evidence of their willingness to serve as supervisor.
- The names and signatures of the Faculty members who will make up the supervisory committee. (See 5.4.2)

## ■ International Studies (MA Program)

UNBC's innovative and interdisciplinary Master's degree in International Studies has three main streams: *regional relations*, *international development*, and *global environmental policy*. Students may pursue other subject areas provided the requisite faculty expertise can be identified. This program is managed jointly by the International Studies and Economics programs, with co-operation from faculty in Political Science, History, Geography, and Environmental Studies.

The regional relations stream encompasses a broad range of concerns. We have particular expertise in the Asia-Pacific, the Circumpolar North, Russia, the Americas, Canada's external relations, international institutions and aspects of international security. (The program does not focus to any significant extent on regional relations in such other areas as the Middle East, South Asia or Africa.)

The focus of the international development stream is to provide students with an understanding of the global forces and actors affecting developing countries, of the dimensions of human well-being and the strategies for their improvement in developing countries, and of the theoretical and practical tools used in applied development analysis.

The global environmental policy stream encompasses policies and institutional arrangements to manage transboundary, regional, and global ecological problems, such as ozone depletion, acid rain, climate change, and northern and Arctic resources. Another emphasis is the harmonization of environment and economic development in the poor and industrializing nations of the South.

International language training (in languages other than English and French), internship, co-op, and study abroad experiences can be incorporated into the program. Recognizing the importance of language and culture, the International Studies program currently offers undergraduate courses in introductory and intermediate Japanese, Russian and Mandarin, and these are open to graduate students.

Entry to the program can be in September or January. Financial assistance in the form of teaching assistantships is available to some full-time students, in accordance with University regulations.

### Requirements

The program includes both a thesis and a non-thesis option. The thesis option involves four courses and a thesis (maximum 20,000 words). The non-thesis option requires five courses combined with a shorter research project.

Whichever stream a student chooses, there is a requirement for a theory course, a methodology course, and two or more subject-specific courses. For the regional relations and

global environmental policy streams, the theory requirement is INTS 701-3 (State of the Discipline) and the required methodology course is INTS 700-3 (Research Methods). For the international development stream, the required theory course is ECON 601-3 (Global Economy), while the methodology requirement is satisfied either by INTS 700-3 (Research Methods), ECON 611-3 (Cost-Benefit Analysis), or ENV5 405-3 (Advanced Environmental Assessment). In addition, students in the international development stream are also required to take the subject-specific course ECON 604-3 (Poverty, Inequality and Development).

## ■ Mathematical, Computer, and Physical Sciences (MSc Program)

Mathematical, Computer, and Physical Sciences (MCPS) is one stream of the Master of Science degree in the College of Science and Management. Thesis and project options are available. The thesis option has, as a substantial component, the completion of an original research program, culminating in the preparation of a thesis, and will prepare graduates for careers in research or for further academic study. The Project option provides training across disciplines particularly suitable to individuals with more defined career objectives, as well as provide a mechanism for non-traditional students (e.g. working students, teachers and professionals) to upgrade their skills. Students studying within the MCPS stream will, upon successful completion of the degree requirements outlined herein, obtain a MSc with one of the following study areas noted parenthetically on their transcript: Mathematics, Computer Science, Chemistry, Physics or any combination thereof.

All students must participate in a graduate seminar course (MCPS 704-1.5 and/or NRES 704-1.5 or CPSC 704-1.5 or MATH 704-1.5) for at least two semesters during their course of studies, and complete a research design and methods course (MCPS 705-3 or CPSC 706-3 or PHYS 710-3). It is anticipated that some students may enter the Master's degree program with a strong background in the areas of research design/methods and research analyses. Such students may challenge the requirement of the Research Design and Methods course. Because MCPS 705-3 is symmetrical with NRES 705-3, such students may opt to take the methods course offered as part of the alternate MSc stream to which they are enrolled (i.e., the NRES stream of the MSc degree). The course instructor(s) and the supervisory committee will together decide upon the appropriateness of this substitution.

*Thesis Option* — The Master of Science thesis option is designed for candidates who wish to develop career interests related to scientific research, or who intend to pursue further academic research degrees. The degree is expected to attract students from traditional science

disciplines such as physics, chemistry, mathematics, and computer science. MSc students within the MCPS stream are required to complete 3 credits of Research Methodology, 3 credits of Research Seminar, a minimum of 9 credit hours of approved electives, and a 12 credit hour thesis (MCPS 790-12). It is expected that the electives will consist of scientifically-oriented courses and that the thesis will involve an independent investigation resulting in a scientific contribution.

The 9 elective credit hours must be graduate level study (i.e., at or above the 600 level) selected from the science courses available at UNBC. A maximum of 3 credits from independent studies can be counted towards the elective requirement. Specific details of coursework will be determined by the research area undertaken by each student. The supervisory committee will ensure the appropriate selection of elective courses, and may require a student to complete more than 9 elective credits if, for example, weaknesses in the student's background exist (including undergraduate prerequisites for graduate courses) or if additional courses are required for professional accreditation.

Relative to the MSc thesis (MCPS 790-12), students will be required to (a) make an oral presentation of the thesis proposal to the supervisory committee, (b) write an original thesis based on the research completed (in accordance with established UNBC guidelines), (c) give a public lecture on the completed thesis, and (d) present an oral defense of the thesis to the examining committee. All core and elective course requirements must have been satisfied prior to the oral defense.

### **Summary of Thesis Option**

Core Courses	6 credits
Elective Courses	9 credits
MSc Thesis	12 credits
Total Required	27 credits

*Project Option* — The Master of Science Project option is designed for candidates who wish to upgrade their skills, and/or who are constrained in their ability to undertake a traditional research thesis. MSc students within the MCPS stream are required to complete 3 credits of Research Methodology, 3 credits of Research Seminar, a minimum of 15 credit hours of approved electives, and a 6 credit hour Project. Given the course-intensive nature of this option, MSc projects will be limited, subject to sufficient teaching resources and critical mass of faculty within an area of defined specialization. It is expected that the electives will consist of scientifically-oriented courses and that the Project will involve an independent investigation resulting in a scientific contribution, although this contribution need not include original research. Because of the high weighting of course offerings for this option, it will be restricted to designated specializations that have been decided upon within each program area. Designation of a specialization implies that sufficient resources are available to ensure that required courses within the specialization can be offered to ensure completion of the requirements for the degree.

The 15 elective credit hours must be graduate level study (i.e., at or above the 600 level) selected from the science courses available within the designated specialization. A maximum of 3 credits from independent studies can be counted towards the elective requirement. Specific details of coursework will in part be determined by the nature of the Project undertaken by each student. The supervisory committee will ensure the appropriate selection of elective courses, and may require a student to complete more than 15 credits if weaknesses in the student's background exist (including undergraduate prerequisites for graduate courses) or if additional courses are required for professional accreditation.

In order to successfully complete a MSc Project, a student will be required to (a) make a presentation of the Project proposal to the supervisory committee, (b) write a Project report, (c) give a public lecture on the completed Project, and (d) pass an evaluation of the Project and report with the examining committee. All core and elective course requirements must have been satisfied prior to the oral presentation of the Project.

### **Summary of Project Option**

Core Courses	6 credits
Elective Courses	15 credits
MSc Project	6 credits
Total Required	27 credits

### **Recommended Progression**

The normal time for completion of the MSc is two academic years. While this is the recommended time line, it may be adjusted at the discretion of the supervisory committee to suit a particular student's research and program needs.

The Research Design and Methods courses (MCPS 705-3 or CPSC 706-3 or PHYS 710-3) will be offered annually in the Fall Semester. Students will normally enrol in the Research Design and Methods courses in Year I of their program. This timing will allow students to pursue their area of specialization with elective courses during the Fall Semester, in order to develop an interest-specific framework within which to pose methodological questions for the thesis or project proposal.

The Graduate Seminar courses (MCPS 704-1.5, NRES 704-1.5, CPSC 704-1.5, MATH 704-1.5) will be offered during all Fall and Winter Semesters. Students will be expected to enrol in a seminar course at least two times during their degree program.

Electives may be taken at any time during Years I and II. The sequencing of electives will be determined by the student in discussion with the supervisory committee. Over the Fall and Winter Semesters of Year I, the student, under the direction of the supervisory committee, will develop a thesis or project proposal. By the end of the second semester, the student should have successfully defended

## **GRADUATE PROGRAMS: MATHEMATICAL, COMPUTER, AND PHYSICAL SCIENCES, NATURAL RESOURCES AND ENVIRONMENTAL STUDIES**

their proposal to the supervisory committee. This will allow the student to undertake the collection of data during the Summer of Year I. It is expected that the student will have successfully defended the thesis by the end of Year II.

### **Admission, Regulations and Committee Structures**

#### **Admission Requirements**

In addition to the admission application requirements outlined in Section 1.0 (see *Graduate Studies Admissions and Regulations*), acceptance to the MSc program will be contingent upon the prospective student finding a member of the faculty to serve as her/his advisor. Applicants must also provide a completed Teaching Assistantship Application and a completed Funding Worksheet. Both forms are included with the application material for this program.

*Transfer Students* — Upon the recommendation of the program concerned, the Faculty of Research and Graduate Studies may accept courses taken at other institutions for credit toward a UNBC graduate program.

#### **Normal Time Required for Completion**

Normally, the degree should be completed in two years or less. Students may take longer to complete the degree depending on their personal circumstances and the nature of their research or Project involvement.

#### **Committee Structure**

Students will be advised by a supervisory committee consisting of at least three members, including the academic supervisor who will normally serve as the chair of the committee. At least one of the committee members must be from outside of the student's program. The committee will be struck during the student's first term of study.

## **■ Natural Resources and Environmental Studies (MA Program)**

The Master of Arts in Natural Resources and Environmental Studies [MA(NRES)] offers students the opportunity to pursue studies of the social dimensions of human-environment interactions, from a community-based or regional perspective. The degree is distinguished by its focus on human perspectives on historical and contemporary resource and environmental issues. It encourages the study of the social, cultural, ethical, economic and political dynamics of resource and land use, and environmental change in northern ecosystems.

Students must choose from the following areas of study:

- Geography
- Environmental Studies
- Tourism

All students must participate in a graduate seminar course (NRES 704-1.5) at least twice during their course of studies and complete a research design and methods course (NRES 705-3). These required courses will provide students with an informed, integrated base for understanding multi-faceted resource and environmental issues. Elective courses will provide students with the option to pursue their specialized interests.

Candidates must complete a minimum of 9 elective credit hours at graduate level (i.e., at or above the 600 level) that emphasize the human dimensions of resource or environmental issues. A maximum of 3 credits from independent studies can be counted towards the elective requirement. Specific details of coursework will be determined by the research area undertaken by each student. The supervisory committee will ensure the appropriate selection of elective courses, and may require a student to complete more than 9 credits if weaknesses in the student's background exist (including undergraduate prerequisites for graduate courses) or if additional courses are required for professional accreditation.

The MA(NRES) degree also requires the writing and defense of an independent research thesis (NRES 794-12).

#### **Summary:**

Core Courses	6 credits
Elective Courses	9 credits
MA Thesis	12 credits
Total Required	27 credits

## Recommended Progression

The normal time for completion of the MA(NRES) is two academic years. While this is the recommended time line, it may be adjusted at the discretion of the supervisory committee to suit a particular student's research and program needs.

The Research Design and Methods course (NRES 705-3) will be offered annually in the Fall Semester. Students will normally enrol in the Research Design and Methods course in Year I of their program. This timing will allow students to pursue their area of specialization with elective courses during the Fall Semester, in order to develop an interest-specific framework within which to pose methodological questions for the thesis proposal. It will also allow those students lacking a sufficient background in statistics to meet the course prerequisite.

The Graduate Seminar (NRES 704-1.5) will be offered during all Fall and Winter Semesters. Students will take NRES 704-1.5 at least twice.

Electives may be taken at any time during Years I and II. The sequencing of electives will be determined by the student in discussion with the supervisory committee. Over the Fall and Winter Semesters of Year I, the student, under the direction of the supervisory committee, will develop a thesis proposal. By the end of the second semester, the student should have successfully defended the thesis proposal to the supervisory committee. This will allow the student to undertake the collection of data during the Summer of Year I. It is expected that the student will have successfully defended the thesis by the end of Year II.

## Admission, Regulations and Committee Structures

### Admission Requirements

In addition to the admission application requirements outlined in Section 1.0 (see *Graduate Studies Admissions and Regulations*), acceptance to the MA program will be contingent upon the prospective student finding a member of the faculty to serve as her/his advisor. Applicants must also provide a completed Teaching Assistantship Application and a completed Funding Worksheet. Both forms are included with the application material for this program.

*Transfer Students* – On the recommendation of the program concerned, the Faculty of Graduate Studies may accept courses taken at other institutions for credit toward a UNBC graduate program.

### Normal Time Required for Completion

Normally, the degree should be completed in two years. Part-time students would usually take longer to complete the degree depending on their personal circumstances and the nature of their research involvement.

## Committee Structure

Students will be advised by a supervisory committee consisting of at least three members, including the academic supervisor who will serve as the chair of the committee. To ensure multi-disciplinarity, at least one of the committee members must come from outside the supervisor's program. The committee will be struck during the student's first term of study.

## ■ Natural Resources and Environmental Studies (MNRES Program)

The Master of Natural Resources and Environmental Studies (MNRES) is designed to integrate the complementary aspects of resource and environmental issues. It focuses on an interdisciplinary approach to melding traditional science with social science perspectives, and resource planning and management. This degree is designed to attract students from a diverse range of backgrounds and aspirations, who share an interest in looking beyond traditional disciplinary boundaries.

The MNRES degree is one Master's degree route within the Faculty of Natural Resources and Environmental Studies (the others are a MA and a MSc). The MNRES is the only one of the three that fully embraces the *interdisciplinary* philosophy of the Faculty. There are three factors that determine whether a student pursues the MNRES degree: 1) student's background; 2) elective courses undertaken at UNBC and 3) thesis topic. Depending on individualized learning objectives, the MNRES degree allows flexibility in choosing a research emphasis in the social, planned, or natural environments from an interdisciplinary perspective.

All students must participate in a graduate seminar course (NRES 704-1.5) at least twice during their course of studies, take a course in integrated resource management (NRES 703-3), and complete a research design and methods course (NRES 705-3). These required courses will provide students with an informed, integrated base for understanding multi-faceted resource and environmental issues. Elective courses will provide students with the opportunity to pursue their specialized interests within an interdisciplinary context. The MNRES degree also requires the completion of an independent research thesis (NRES 792-12) or non-thesis project (NRES 793-6).

*Thesis Option* — Students pursuing the MNRES thesis route must write and defend an independent research thesis (NRES 792-12) which incorporates research design and implementation addressing an integrated research problem. Candidates must complete a minimum of 6 elective credit hours at graduate level (i.e., at or above the 600 level) that emphasize an integrated approach to natural resource issues. A maximum of 3 credits from independent studies

## GRADUATE PROGRAMS: NATURAL RESOURCES AND ENVIRONMENTAL STUDIES

can be counted towards the elective requirement. Specific details of coursework will be determined by the research area undertaken by each student. The supervisory committee will ensure the appropriate selection of elective courses, and may require a student to complete more than 6 credits if weaknesses in the student's background exist (including undergraduate prerequisites for graduate courses) or if additional courses are required for professional accreditation.

### Summary of Thesis Option

Core Courses	9 credits
Elective Courses	6 credits
MNRES Thesis	12 credits
Total Required	27 credits

*Non-Thesis Project Option* — The non-thesis project option is designed primarily for students who wish to enhance their professional career skills. Students pursuing this option must complete a project (NRES 793-6) — an extended position paper, report, or plan — that addresses a major problem or issue relevant to the field of natural resources and environmental studies. Candidates must complete a minimum of 12 credit hours of approved elective courses at graduate level (i.e., at or above the 600 level) that result in a broad, well-informed and integrated exposure to natural resources and environmental issues. A maximum of 3 credits from independent studies can be counted towards the elective requirement. The supervisory committee will ensure appropriate elective course selection, and may require a student to complete more than 12 credits if weaknesses in the student's background exist (including undergraduate prerequisites for graduate courses) or if additional courses are required for professional accreditation.

### Summary of Project Option

Core Courses	9 credits
Elective Courses	12 credits
MNRES Project	6 credits
Total Required	27 credits

## Recommended Progression

The normal time for completion of the MNRES is two academic years. While this is the recommended time line, it may be adjusted at the discretion of the supervisory committee to suit a particular student's research and program needs.

The Research Design and Methods course (NRES 705-3) will be offered annually in the Fall Semester. Students will normally enrol in the Research Design and Methods course in Year I of their program. This timing will allow students to pursue their area of specialization with elective courses during the Fall Semester, in order to develop an interest-specific framework within which to pose methodological questions for the thesis or project proposal. It will also

allow those students lacking a sufficient background in statistics to meet the course prerequisite.

The Graduate Seminar (NRES 704-1.5) will be offered during all Fall and Winter Semesters. Students will take NRES 704-1.5 at least twice.

Electives and Integrated Resource Management (NRES 703-3) may be taken at any time during Years I and II. The sequencing of courses will be determined by the student in discussion with the supervisory committee. Over the Fall and Winter Semesters of Year I, the student, under the direction of the supervisory committee, will develop a thesis or project proposal. By the end of the second semester, the student should have successfully defended the thesis or project proposal to the supervisory committee. This will allow the student to undertake the collection of data during the Summer of Year I. It is expected that the student will have successfully defended the thesis by the end of Year II.

## Admission, Regulations and Committee Structures

### Admission Requirements

In addition to the admission application requirements outlined in Section 1.0 (see *Graduate Studies Admissions and Regulations*), acceptance to the MNRES program will be contingent upon the prospective student finding a member of the faculty to serve as her/his advisor. Applicants must also provide a completed Teaching Assistantship Application and a completed Funding Worksheet. Both forms are included with the application material for this program.

*Transfer Students* – On the recommendation of the program concerned, the Faculty of Graduate Studies may accept courses taken at other institutions for credit toward a UNBC graduate program.

### Normal Time Required for Completion

Normally, the degree should be completed in two years. Part-time students may take longer to complete the degree depending on their personal circumstances and the nature of their research involvement.

### Committee Structure

Students will be advised by a supervisory committee consisting of at least three members, including the academic supervisor who will serve as the chair of the committee. To ensure multi-disciplinarity, at least one of the committee members must come from outside the supervisor's program. The committee will be struck during the student's first term of study.

## ■ Natural Resources and Environmental Studies (MSc Program)

Natural Resources and Environmental Studies (NRES) is one stream of the Master of Science degree in the College of Science and Management. This degree is designed for candidates whose research interests have a scientific emphasis, and is expected to attract students from science disciplines such as biology, forestry, environmental science, and physical geography, as well as other scientifically-oriented areas of resource management. Students studying within the NRES stream will, upon successful completion of the degree requirements outlined herein, obtain a MSc(NRES).

Students must choose from the following areas of study:

- Biology
- Environmental Science
- Forestry
- Geography
- Recreational Resource Management

All students must participate in a graduate seminar course (e.g., NRES 704-1.5 and/or MCPS 704-1.5) for at least two semesters during their course of studies, and complete a research design and methods course (NRES 705-3). It is anticipated that some students may enter the Master's degree program with a strong background in the areas of research design/methods and research analyses. Such students may challenge the requirement of the Research Design and Methods course. Because MCPS 705-3 is symmetrical with NRES 705-3, such students may opt to take the methods course offered as part of the alternate MSc stream to which they are enrolled (i.e., the MCPS stream of the MSc degree). The course instructor(s) and the supervisory committee will together decide upon the appropriateness of this substitution.

Candidates must complete a minimum of 9 elective credit hours at graduate level (i.e., at or above the 600 level), selected from the science courses available at UNBC or courses that emphasize a scientific orientation to natural resource issues. A maximum of 3 credits from independent studies can be counted towards the elective requirement. Specific details of coursework will be determined by the research area undertaken by each student. The supervisory committee will ensure the appropriate selection of elective courses, and may require a student to complete more than 9 elective credits if, for example, weaknesses in the student's background exist (including undergraduate prerequisites for graduate courses) or if additional courses are required for professional accreditation.

The MSc(NRES) also requires the completion of a research thesis (NRES 790-12), in which the student makes a scientific contribution to a traditional science field or to an applied understanding of resources and the environment.

Students will be required to (a) make an oral presentation of the thesis proposal to the supervisory committee, (b) write an original thesis based on the research completed (in accordance with established UNBC guidelines), (c) give a public lecture on the completed thesis, and (d) present an oral defense of the thesis to the examining committee. All core and elective course requirements must have been satisfied prior to the oral defense.

### Summary

Core Courses	6 credits
Elective Courses	9 credits
MSc Thesis	12 credits
Total Required	27 credits

### Recommended Progression

The normal time for completion of the MSc is two academic years. While this is the recommended time line, it may be adjusted at the discretion of the supervisory committee to suit a particular student's research and program needs.

The Research Design and Methods course (NRES 705-3) will be offered annually in the Fall Semester. Students will normally enrol in the Research Design and Methods course in Year I of their program. This timing will allow students to pursue their area of specialization with elective courses during the Fall Semester, in order to develop an interest-specific framework within which to pose methodological questions for the thesis proposal.

The Graduate Seminar courses (NRES 704-1.5, MCPS 704-1.5) will be offered during all Fall and Winter Semesters. Students will be expected to enrol in a seminar course at least two times during their degree program.

Electives may be taken at any time during Years I and II. The sequencing of electives will be determined by the student in discussion with the supervisory committee. Over the Fall and Winter Semesters of Year I, the student, under the direction of the supervisory committee, will develop a thesis proposal. By the end of the second semester, the student should have successfully defended their thesis proposal to the supervisory committee. This will allow the student to undertake the collection of data during the Summer of Year I. It is expected that the student will have successfully defended the thesis by the end of Year II.

### Admission, Regulations and Committee Structures

#### Admission Requirements

In addition to the admission application requirements outlined in Section 1.0 (see *Graduate Studies Admissions and Regulations*), acceptance to the MSc program will be contingent upon the prospective student finding a member of the faculty to serve as her/his advisor. Applicants must also provide a completed Teaching Assistantship

Application and a completed Funding Worksheet. Both forms are included with the application material for this program.

*Transfer Students* — Upon the recommendation of the program concerned, the Faculty of Research and Graduate Studies may accept courses taken at other institutions for credit toward a UNBC graduate program.

### **Normal Time Required for Completion**

Normally, the degree should be completed in two years or less. Students may take longer to complete the degree depending on their personal circumstances and the nature of their research.

### **Committee Structure**

Students will be advised by a supervisory committee consisting of at least three members, including the academic supervisor who will normally serve as the chair of the committee. At least one of the committee members must be from outside of the student's program. The committee will be struck during the student's first term of study.

## **■ Natural Resources and Environmental Studies (PhD Program)**

The PhD in Natural Resources and Environmental Studies [PhD(NRES)] offers students the opportunity to develop an advanced level of understanding and training in any one or a combination of scientific disciplines related to natural environments, the processes (e.g., biological, chemical, physical) that govern them, or the human dimensions (e.g., social, economic, political, cultural) that interact with them. The PhD(NRES) promotes an integration of the linkages between social, ethical, political and cultural dimensions and an understanding of basic ecological, biological, and physical attributes of natural resources. Emphasis is placed upon the student to acquire an interdisciplinary base upon which to found a "disciplinary" area of concentration. Graduates from this program who have an area of concentration and a familiarity with how other disciplines can contribute toward solving environmental problems, should be capable of addressing a variety of natural resources and environmental issues from a number of perspectives.

Students must complete 9 credit hours of interdisciplinary core courses: NRES 801-3, NRES 802-3, and NRES 803-3. These courses will provide all students with a framework, balanced in science and human dimensions, upon which a specific PhD program may be built. Also required is a compulsory seminar course (NRES 804-1.5), which must be taken twice, and a PhD thesis (NRES 890-12). Students may be required, at the discretion of their supervisory committee, to take additional courses to address deficiencies within their area of concentration.

Students must pass three separate checks on their academic progress towards a PhD: a qualifying exam, a defense of thesis proposal, and a defense of the thesis. The qualifying exam is tailored to ensure a cross-disciplinary aptitude, and tests the student's grasp of the interdisciplinary nature of natural resource and environmental issues. The thesis proposal defense is tailored to ensure that a student has a grasp of his/her area of concentration, and therefore examines the level of knowledge within the area of concentration. Upon successfully passing both the qualifying examination and the thesis proposal defense, a student is granted candidate status, and embarks upon the thesis work under the supervision of his/her faculty advisor. Following completion of the research, the candidate must defend his/her thesis to an examination committee.

### **Summary**

Required Core Courses	9 credits
Graduate Seminar	3 credits
PhD Thesis	12 credits
Total Required	24 credits

### **Recommended Progression**

#### First Year: Core Courses, Qualifying Exam

During the first two semesters, the common set of three required core courses (NRES 801-3 Integrated Environmental Systems I, NRES 802-3 Integrated Environmental Systems II, and NRES 803-3 Integrated Environmental Systems III) will be taken. In addition, the graduate seminar (NRES 804-1.5) will be taken twice by all PhD students.

At the end of the second semester, PhD students will normally take a qualifying exam consisting of written and oral components. The general part of the exam should demonstrate the student's ability to synthesize and extrapolate from the interdisciplinary perspectives of natural resource management and environmental studies, at an integrative level and scope consistent with the core PhD courses (NRES 801-3, 802-3, and 803-3). The specialty part of the exam will assess the student's background knowledge and familiarity with the theory and methodology associated with his/her thesis topic. Part-time students will normally take the qualifying exam upon completion of the 9 credits of required core courses.

#### Second Year: Area of Concentration, Defense of Thesis Proposal

During the third and fourth semesters, and as deemed necessary by their advisory committees, students may complete coursework (including NRES 804-1.5). If students are required to take additional courses to address deficiencies within their area of concentration, they will be able to select courses from relevant course offerings within the Faculty of Natural Resources and Environmental Studies, as well as other UNBC programs or from other accredited graduate programs in other post-secondary institutions. In addition, students will normally conduct some exploratory research in their area of concentration.

Once coursework is substantially complete, the students will work towards finalizing a thesis proposal, a document demonstrating academic rigor, and of publishable quality. Students will be expected to present the thesis proposal before their committee, and to demonstrate their knowledge within their area of concentration. Normally this defense will be scheduled either at the end of the third semester or at the beginning of the fourth semester of study.

#### Third to Fifth Year: Thesis

Upon successful completion of coursework, and the successful completion of the qualifying exam and the defense of thesis proposal, the student is officially designated as a PhD candidate, and proceeds to full-time work on the thesis under the direct supervision of the advisor and any other designated committee members. Any major changes made to the thesis proposal after approval by the committee will require the approval of the committee.

Under normal circumstances a student is expected to complete his/her research and the writing of the thesis within three years of becoming a doctoral candidate. Any student requiring more than three years (6 semesters) to complete a thesis must request an extension from his/her advisor and the Dean of Graduate Studies.

#### Oral Defense of the Thesis

When the student's advisor and committee have determined that the student has reached an acceptable level of completion on the thesis, the student will defend the research during an oral exam with the full examining committee. This defense, with the exception of committee deliberations, will be open to the public.

## **Admission, Regulations and Committee Structures**

### ***Admission requirements***

Students will normally be expected to hold a Master's degree from an accredited post-secondary institution. In exceptional cases, individuals with significant and relevant life experience may be admitted on probation. Normally applicants must hold a cumulative GPA of 3.33 (B+) from the Baccalaureate and Master's degree, to be calculated over the last 30 credits of graded academic work. Acceptance to the PhD program will be contingent upon the prospective student finding a member of the faculty to serve as her/his advisor.

In addition to a completed UNBC Application Form, applicants must provide official transcripts from all post-secondary institutions attended; a statement of intent indicating the student's research interests, possible future career aspirations, and perceived fit within the Faculty mandate and research directions; a recent Curriculum Vitae; and three letters of reference (including two from faculty members familiar with the prospective student's academic work), a completed Teaching Assistantship

Application, a completed Funding Worksheet and a sample of written academic work. GRE scores are optional. Only students with high GPAs and innovative research interests are likely to be successful in their applications.

### ***Normal Time Required for Completion***

The completion time for the PhD between initial admittance and final defense will normally range from three to five years.

### ***Supervisory Committee Structure***

The PhD Committee will consist of the designated Advisor and four additional faculty members, at least one of whom will be chosen from outside the Faculty of Natural Resources and Environmental Studies. The outside member may be chosen from other UNBC faculties or from other Canadian/United States accredited post-secondary institutions. Under exceptional circumstances, and with approval from the Dean of Graduate Studies, additional members may be added at the request of the student or the advisor. The expertise represented on the committee should reflect the concept of interdisciplinarity. The committee should be assembled during the student's first year of study.

## **■ Political Science (MA Program)**

A Master's degree in Political Science is designed for students who normally would have the equivalent of an undergraduate major in Political Science and want to undertake advanced training in scholarly research.

The focus of the graduate program in Political Science is on comparative politics related to small towns and rural areas. The politics of northern communities, resource development and aboriginal self-government are areas of concentration. This focus also extends beyond Canada: faculty expertise on Russian local government and aboriginal politics in Siberia and the Russian North offers students the best opportunity in western Canada to pursue graduate research connected to Russian politics.

Students have the opportunity to pursue graduate research on the quality of life, including the assessment of government services, in small towns and rural areas.

### **Admission**

Normally, successful applications to the program will hold a four-year baccalaureate in Political Science and have obtained a GPA of at least 3.0. UNBC and the Political Science program are committed to interdisciplinary co-operation, so students without undergraduate majors in Political Science may be admitted with special provisions made regarding coursework and thesis research programs.

## **Requirements**

Coursework includes POLS 702-3 (Scope and Methods of Political Science), an approved research proposal and a thesis (POLS 799-12). Besides POLS 702-3, **two** of the four required graduate courses should be from political science.

## **Course Offerings**

\* Indicates courses offered every year. All others are offered every other year.

POLS 600-3	Classics in Political Theory
POLS 601-3	Resource Politics
POLS 602-3	Canadian Public Policy
*POLS 603-3	Social and Health Policy and Administration
POLS 605-3	Politics of Democratic Transition
POLS 612-3	Aboriginal-State Relations
POLS 613-3	Democracy and Human Rights
*POLS 614-3	Comparative Federalism
*POLS 615-3	Comparative Northern Development
POLS 630-3	Comparative Self-Government
*POLS 634-3	Resource Communities in Transition
* POLS 702-3	Scope and Methods of Political Science
POLS 704-3	Independent Study
POLS 799-12	Master's Thesis

## **Research**

UNBC has a number of research institutes that focus on the social, political and economic concerns of northern BC and similar regions elsewhere. Research among faculty in Political Science includes the mapping of aboriginal land claims in Russia, local government reform in Siberia, and analyses of public services and the quality of life of northern communities. Related research from faculty in other disciplines includes resource-community sustainability, health problems of aboriginal people in northern BC and Siberia, and northern BC child welfare issues.

## **Psychology (MSc Program)**

The MSc in Psychology at UNBC provides breadth in the substantive and methodological areas of psychology, with a focus on applied psychology and human development. The MSc will provide sufficient general training so that graduates will have skills which make them competitive in the job market.

## **Admission**

Students interested in applying for the MSc in Psychology should submit or arrange to have submitted:

- a letter of interest,
- official transcripts from all post-secondary institutions,
- scores on the Graduate Record Examination General and Advanced Psychology tests,
- three letters of reference from academic referees, and
- a copy of a thesis or paper submitted for coursework.

## **Requirements**

Students in the MSc Program are required to complete a minimum of 23 credit hours of coursework consisting of two quantitative methods courses:

PSYC 600-4	Quantitative Methods I
PSYC 605-4	Quantitative Methods II

an ethics course:

PSYC 740-3	Ethical and Legal Issues in Psychology
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and four courses, two of which must be from among the following:

PSYC 610-3	Cognitive Neuroscience
PSYC 615-3	Social Psychology
PSYC 620-3	Health Psychology
PSYC 631-3	Psychopathology
PSYC 635-3	Cognition and Learning
PSYC 645-3	Developmental Psychology

These courses will provide students with the basic foundations upon which to build their MSc research. In addition, all MSc students are required to successfully complete an MSc thesis (PSYC 690-12).

Students must maintain a B+ average in their coursework. Any course grade less than B will necessitate review of the student's status in the program.

Students may be required to address deficiencies within their background preparation in Psychology or in their area of concentration that are identified by the Psychology Graduate Committee. Additional courses may be required.

Normally, a student will present an acceptable thesis proposal to their supervisory committee by the end of their first year in the program. It is expected that defence of the Master's thesis will take place within two years of acceptance into the program.

## ■ Psychology (PhD Program)

Graduate training in Psychology is in high demand, partly because of the high natural interests in the discipline and partly because such training leads to a variety of desirable educational and career options in applied psychology, human development, and health. Graduates of the PhD program will be able to fulfill both traditional and emerging roles in psychology. Such options include the opportunity to teach and conduct research in post-secondary institutions, perform consultations in business and industry, do program planning and evaluation, and apply skills to a variety of social problems such as neuropsychiatric disorder, alcohol and drug abuse, aggression, health-risk behaviours and developmental difficulties across the lifespan. Increasing connections with other disciplines and increasing recognition that the subject matter of Psychology is central to the understanding of many social issues (e.g. health promotion, human development, high quality of life) have broadened Psychology's roles in society. Consequently, Psychology has been evolving rapidly and some of its new roles reflect the fact that the fundamental tools of psychologists — observation, measurement, and analysis — provide powerful means of assessing and remediating pressing social problems. At UNBC, Psychology is located in the College of Arts, Social and Health Sciences, which facilitates interaction with colleagues from related disciplines.

Graduates from the PhD program in Psychology will be capable of addressing social problems through application of theoretical, practical, and methodological knowledge gained in the program. Together, the MSc and PhD programs in Psychology permit students to obtain the courses required by the College of Psychologists of BC (CPBC) for licensure of psychologists. However, the PhD program does not include the minimum 1600 hours of supervised practice required for licensure. Graduates who wish to present their credentials to the CPBC for licensure will be personally responsible for arranging practica and internships to meet that requirement.

The objectives of the PhD program in Psychology include the following:

- to develop scholars and researchers who have an advanced level of understanding of the psychological sciences, including comprehensive knowledge of contemporary data and theory in psychology and a high level of methodological expertise;
- to contribute to the larger body of scientific knowledge of psychology through research;
- to prepare graduates who possess the understanding and skills necessary to deal with problems of relevance in northern British Columbia and other regions, and who are able to work toward achieving better health and more stable and harmonious living and working conditions for individuals and groups;

- to prepare graduates with an understanding of the linkages between psychological, biological, social, cultural, and ethical dimensions of human functioning; and
- to communicate the results of research in order to contribute to the enhancement of northern British Columbia and other regions by developing sound psychological strategies, appropriate assessment tools, and program planning and evaluation methods.

### Admission

Students interested in applying for the PhD in Psychology should submit or arrange to have submitted:

- a letter of interest,
- official transcripts from all post-secondary institutions,
- scores on the Graduate Record Examination General and Advanced Psychology tests,
- three letters of reference from academic referees, and
- copy of a thesis or paper submitted for coursework.

### Requirements

Students in the PhD program are required to complete a minimum of 16 credit hours of coursework consisting of two graduate seminars:

PSYC 800-2	Graduate Seminar I
PSYC 801-2	Graduate Seminar II

a research practicum:

PSYC 860-6	Research Practicum
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and two courses from:

PSYC 610-3	Cognitive Neuroscience
PSYC 615-3	Social Psychology
PSYC 620-3	Health Psychology
PSYC 631-3	Psychopathology
PSYC 635-3	Cognition and Learning
PSYC 645-3	Developmental Psychology
PSYC 720-3	Cross-Cultural Communication in Health Care Settings
PSYC 725-3	Cognitive Neuropsychological Assessment
PSYC 726-3	Personality Assessment
PSYC 730-3	Psychological Interventions
PSYC 805-3	Advanced Topics in Quantitative Psychology

These courses will provide students with the basic foundations upon which to build their PhD research. In addition, all students are required to successfully complete a comprehensive examination and a PhD dissertation (PSYC 890-12). The comprehensive examination is tailored to ensure the student is adequately prepared to begin work on the PhD dissertation.

## GRADUATE PROGRAMS: PSYCHOLOGY, SOCIAL WORK

Student must maintain a B+ average in their coursework. Any course grade less than B will necessitate review of the student's status in the program.

Students may be required to address deficiencies within their background preparation in Psychology or in their area of concentration that are identified by the Psychology Graduate Committee. Additional courses may be required.

Normally, students will take a comprehensive examination by the end of the first year in the program (or 12 credit hours for part-time students). Upon successfully completing the comprehensive examination and presenting an acceptable dissertation proposal to their supervisory committee, a student is granted PhD Candidate status, and embarks upon completion of the dissertation under the supervision of a Faculty Academic Supervisor. Normally, it is expected that the defence of the dissertation by full-time PhD Candidates will take place within three years of acceptance into the program.

### ■ Social Work (MSW Program)

The Master of Social Work program is available on a full or part-time basis and can be completed through a thesis or practicum route. The MSW builds on the BSW by offering students an integrated research/policy/practice concentration in one of the key thematic areas: social work in northern and remote areas, First Nations, women and the human services, and community practice and research. The aim of the MSW is to provide students with advanced social work research, policy and practice skills. It is designed to enable students to pursue independent studies that will help them undertake a variety of responsibilities in management, policy formulation, program consultation, planning, advanced social work, clinical practice and research within the human services.

#### Admission

Enrolment in the MSW is strictly limited.

In addition to the admission application requirements outlined in Section 1.0 (see *Graduate Studies Admissions and Regulations*), applicants are required to undergo a criminal records search and provide evidence of this prior to being considered for admission. Refer to page 76. Completion of the MSW Supplementary Application form is also required in order to be considered for admission. The MSW Supplementary Application form is included with the application material for this program. Two academic letters of reference and one professional letter of reference must be submitted.

The MSW program at UNBC emphasizes a proactive orientation that aims to provide informed theoretical, empirical and substantive choices for improvements in human service programs, policies, education and social work practice. This approach to social work and social policy is known as social administration.

The key elements in this social administration approach as they relate to the thematic areas of the MSW at UNBC consist of the following:

- the description and analysis of the operation of human services in northern and remote regions;
- the study of social policies and social work practices and their individual and social consequences for the people and communities in the interior and northern British Columbia;
- the examination of global, historical, social and economic changes and the way these affect the living conditions and the people served by human service agencies and organizations in northern and remote areas; and
- the recognition of the values central to the responsibility of human service professionals to work with socially disadvantaged and powerless groups, and to expand the power and resources of these groups through social work practice.

Within this social administration approach courses are arranged so students develop skills that integrate the research/policy/practice domains of social work. A major emphasis of the MSW is to foster critical intervention skills that link the domains of social policy, social work research and social work practice. For example, if one chooses to develop a speciality in community practice and research, or social policy, the program of studies will emphasize the linkages between these domains or dimensions of social work.

Applications for admission to the MSW program are available from the Office of Graduate Studies.

#### Requirements

The MSW consists of a practicum or thesis option and clusters of courses that provide for a research/policy/practice concentration in one of the key focus areas, social work in northern and remote areas, First Nations, women and the human services, and community practice and research.

A minimum of two years post BSW (24 months full-time equivalent) human service experience is normally required before candidates can be considered for the MSW program. To be admitted, a minimum academic standing of B- (70%) in the undergraduate degree is normally required. Letters of reference, as well as a written statement of the candidate's research and practice interests and reasons for pursuing a MSW are also required. A personal interview may be requested. Applicants who do not meet the above requirements may still be admitted under the provisions of affirmative action.

## **Taking a MSW at UNBC**

There are two entry routes into the MSW.

**Entry Route 1 The One Year MSW:** Entry from a Bachelor of Social Work and normally two years (24 months full-time equivalent) post BSW human service experience.

For full-time students this will consist of 33 credit hours of coursework including completion of a thesis or practicum report.

**Entry Route 2 The Two Year MSW:** Entry with a Bachelor degree in a related field or discipline and two years (24 months full-time equivalent) human service experience (66 credit hours).

For full-time students, this will consist of a minimum two years (25 months) program of course and practica. A thesis or practicum report is required following completion of coursework. An oral defense is required for the thesis or practicum. This route normally includes 66 credit hours consisting of 33 credit hours in each of the two years.

### **One Year MSW**

This program requires the successful completion of a minimum course work of 27 credit hours for practicum students and 24 credit hours for thesis students. The program comprises an integrated core of five required courses, two elective courses, a thesis practicum and a thesis, OR five required courses, four electives and a practicum.

### **Requirements**

All students must take the following required courses:

SOCW 609-3 Advanced Quantitative Research  
 HHSC 703-3 Advanced Qualitative Research  
 Approaches in Health and Human Sciences  
 SOCW 704-3 MSW Integrative Seminar

Thesis students must take SOCW 701-3 Thesis Practicum

Two of:

SOCW 601-3 Current Issues in Northern/Remote Social Work  
 SOCW 602-3 First Nations: Adv Social Work Practice  
 SOCW 603-3 Women: Policy/Practice Issues  
 SOCW 605-3 Community Work/Politics of Change

### **Electives**

Thesis students are required to take two electives and Practicum students are required to take four electives from:

SOCW 604-3	Directed Readings/Electives
SOCW 610-3	Addictions and Mental Health
SOCW 613-3	Clinical Social Work Practice
SOCW 615-3	Multi-Cultural Social Work Practice
SOCW 620-3	Policy Making/Human Services
SOCW 621-3	Comparative Welfare Analysis
SOCW 651-3	Legal Issues for Women
SOCW 698-3	Special Topics

### **Thesis and Practicum**

SOCW 700-9 MSW Thesis  
 SOCW 701-3 Thesis Practicum  
 SOCW 732-6 MSW Practicum II

### **Two Year MSW**

The MSW normally comprises 33 credit hours (one year) of graduate study for those with a BSW degree and two years of previous human service experience. For those with baccalaureate degrees in related areas and two years of full-time previous human service experience, the MSW will normally consist of 66 credit hours (two years) of study. The first year will consist of 600 level courses, one 600 level elective, plus a Practicum (SOCW 632-9).

The 600 level courses are:

SOCW 630-3	Communication Skills
SOCW 631-3	Critical Social Work Practice
SOCW 632-9	MSW Practicum I
SOCW 633-3	Critical Social Policy
SOCW 634-3	Social Work Research/Policy/Practice
SOCW 635-3	Social Work Philosophy and Ethics
SOCW 636-6	Advanced Practice Methods
SOCW Elective-3	Any 600 level Social Work elective

# Course Descriptions

## Course Abbreviations Listed Alphabetically

Course Code	Courses
ANTH	Anthropology
BIOL	Biology
CHEM	Chemistry
COMM	Commerce/Business Administration
CPSC	Computer Science
ECON	Economics
EDUC	Education
ENGL	English
ENVS	Environmental Studies
FNST	First Nations Studies
GEOG	Geography
GNDR	Gender Studies
HHSC	Health and Human Science
HIST	History
IDIS	Interdisciplinary
INTS	International Studies
INTX	International Exchange
MATH	Mathematics
MCPS	Mathematical, Computer, and Physical Sciences
NREM	Natural Resources Management
NRES	Natural Resources and Environmental Studies
NURS	Nursing
PHYS	Physics
POLS	Political Science
PSYC	Psychology
RRT	Resource Recreation and Tourism
SOCW	Social Work

## Upper Division and Graduate Level Courses

Credit is not granted for both 400 and 600 level courses having the same title, unless otherwise specified in the course description.

### Prerequisites

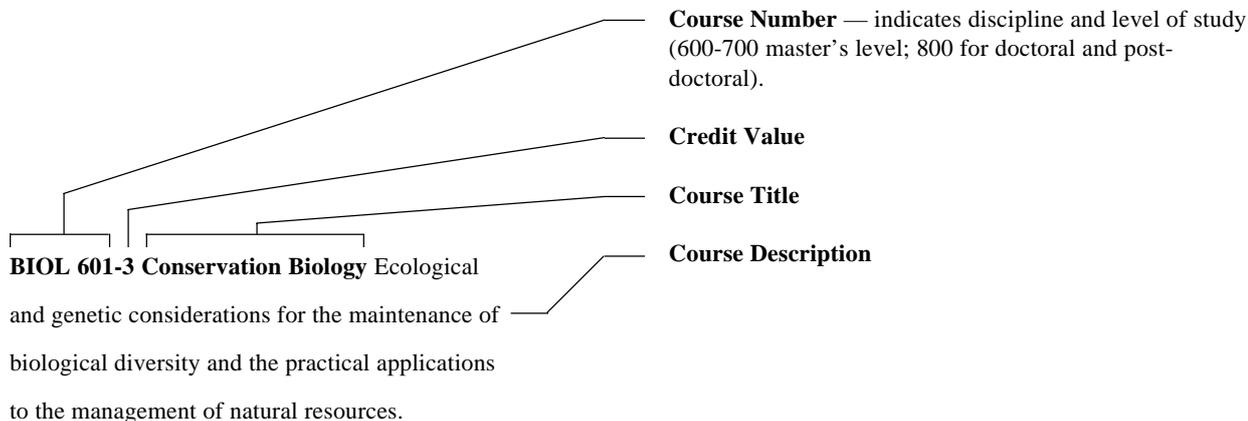
A prerequisite course is an academic requirement that must be successfully completed prior to the student taking a course. Prerequisites are used to ensure that a student has the required background to successfully complete the course. Prerequisites may also have prerequisites. These prerequisites must also be fulfilled.

### Course Offerings

Not all courses are offered every year. Check the *Registration Guide* for a list of the courses being offered in each semester.

### Course Descriptions

The explanation below will help clarify the terms found in the course descriptions. For definitions of terms used throughout the Calendar, refer to the *Glossary*.



■ **Anthropology**

**ANTH 600-3 Topics in Anthropological Theory** This course will survey and critique selected contemporary approaches to cultural and social theory.

*Prerequisites:* permission of the instructor  
*Precluded:* ANTH 400-3

**ANTH 601-3 Anthropological Perspectives on Inequality**

An examination of the embedding of inequality in cultural systems, and the intersection of categories such as race, class and gender in systems of hegemony; examples will be selected from a variety of cultural contexts.

*Prerequisites:* permission of the instructor  
*Precluded:* ANTH 401-3

**ANTH 604-3 Comparative Study of Indigenous Peoples of the World**

A project-based seminar in which students will examine the similarities and differences of selected groups, focusing on issues such as relations with state societies, etc.

*Prerequisites:* permission of the instructor  
*Precluded:* ANTH 404-3

**ANTH 605-3 Topics in Landscapes and Place**

An examination and critique of the anthropological approaches to landscape space and place. Cross-cultural and cross-temporal case studies will be used.

*Prerequisites:* permission of the instructor  
*Precluded:* ANTH 405-3

**ANTH 606-3 Feminist Perspectives in Archaeology**

This course will survey and critique selected theoretical approaches and ethnographies to examine key areas of interest and debate in the field of feminist anthropology. This course will draw from the political ideology in feminism concerned with critical examination of gender relations and cross cultural anthropological study.

*Prerequisites:* permission of the instructor  
*Recommended:* GNDR 710-3  
*Precluded:* ANTH 406-3

**ANTH 607-3 Topics in British Columbia Ethnography**

A comparative critique of contemporary ethnographic research of selected cultures or regions.

*Prerequisites:* permission of the instructor  
*Precluded:* ANTH 407-3

**ANTH 609-3 Topics in British Columbia Archaeology**

A problem-based seminar in which selected issues will be examined from several points of view.

*Prerequisites:* permission of the instructor  
*Precluded:* ANTH 409-3

**ANTH 610-3 Theory of Nation and State** A critical examination of theories of ethnicity, nationalism and statehood from an anthropological perspective.

*Prerequisites:* permission of the instructor  
*Precluded:* ANTH 410-3

**ANTH 611-3 Topics in Biological Anthropology** A problem-oriented and project-based seminar in which one (or more) selected topics in biological anthropology will be examined. Credit available for both ANTH 411-3 and ANTH 611-3 provided topic is substantively different between offerings.

*Prerequisites:* ANTH 200-3 or permission of the instructor

**ANTH 613-3 Topics in Environmental Anthropology** An examination of the anthropological literature on ecology and environmental practices. Contemporary issues and examples relevant to indigenous practices and northern peoples will be developed.

*Prerequisites:* permission of the instructor  
*Precluded:* ANTH 413-3

**ANTH 614-3 Religion, Ideology, and Belief Systems** A review of anthropological approaches to religion, ideology and belief systems with comparative examples from several cultures.

*Prerequisites:* prior course(s) in sociocultural anthropology or permission of the instructor  
*Precluded:* ANTH 414-3

**ANTH 615-3 Economic Anthropology** An introduction to the field of economic anthropology, looking at social and cultural contexts for processes of production, distribution, and consumption. Contemporary issues such as development will be explored.

*Prerequisites:* permission of the instructor  
*Precluded:* ANTH 415-3

**ANTH 616-6 Archaeological Survey and Mapping**

Course participants will learn about archaeological survey, from both the academic perspective, and from the perspective of professional consulting archaeology. Students will become proficient at map reading, compassing, sampling strategies in forest and non-forest environments, and recognizing cultural features pertinent to the area. Participants will learn skills necessary for potential employment with professional archaeology firms; this will include observing protocols with First Nation communities and liaising with government and corporate entities. Where possible, students will have an opportunity to work for a few days with professional consultants.

*Prerequisites:* permission of the instructor  
*Co-requisites:* ANTH 617-6 and ANTH 618-3  
*Precluded:* ANTH 416-6

## **COURSE DESCRIPTIONS: ANTHROPOLOGY**

**ANTH 617-6 Excavation and Field Interpretation in Archaeology** Excavation forms a central aspect of archaeology. As part of this course, students and community members will participate in a 6-8 week excavation of an archaeological locality. This will involve initial set up of the area, excavation and record-keeping, and basic field laboratory procedures. In addition to “hands-on” participation, daily seminar discussion will be mandatory; topics will centre on each day’s survey and excavation results. These sessions will be interdisciplinary, reflecting the interests of the instructors, community members, visiting researchers and students. Topics will invariably focus on geomorphology, lithic artifacts, zooarchaeology, paleoethnobotany, paleoecology, oral traditions and traditional use, and the social context of conducting archaeology. The field school will often take place in remote localities in British Columbia and elsewhere, and so students may have to live in a field camp situation. In addition to basic tuition, there may be additional fees to cover camp and transportation costs.

*Prerequisites:* permission of the instructor  
*Co-requisites:* ANTH 616-6 and ANTH 618-3  
*Precluded:* ANTH 417-6

**ANTH 618-3 Archaeology and First Nations** Introduces students to the value of ethnographic information (including oral history, place names documentation, traditional technology, subsistence, and traditional use activities), the interpretation of archaeological data and construction of First Nations (pre) history.

*Prerequisites:* permission of the instructor  
*Co-requisites:* ANTH 616-6 and ANTH 617-6  
*Precluded:* ANTH 418-6

**ANTH 619-3 Political and Legal Anthropology** Comparative study of power; political organization; leadership; non-centralized and centralized political systems social control; and a cross-cultural study of law. Contemporary issues relevant to the north will be addressed, for example self government and sovereignty.

*Prerequisites:* permission of the instructor  
*Precluded:* ANTH 419-3

**ANTH 620-3 Races, Racism, and Human Biology** This seminar course investigates the biological basis of human diversity and difference. It deals with the origin and mechanisms of human population variation, the nature of racial and racist studies in both historical and social context, and the question of race as a valid subject of scientific inquiry.

*Prerequisites:* permission of the instructor  
*Precluded:* ANTH 420-3

**ANTH 621-(3-6) Ethnographic Field Methods** A project-based seminar in which students will actualize field methods in ethnographic research, in addition to closely examining questions of ethical research and community participation in ethnographic research. This course consists of at least three weeks of classroom instruction in a field location and will emphasize the actualization of conventional ethnographic

methods and procedures in an actual field setting. Students will be expected to participate in a larger field project and to gain direct experience in field methods while being sensitized to the requirements of ethical research and community involvement in ethnography.

*Prerequisites:* ANTH 101-3, ANTH 210-2  
*Precluded:* ANTH 421-(3-6)

**ANTH 622-(3-6) Ethnographic Research Project** A project-based course in which students shall examine and compare selected aspects of cultures and peoples before integrating this acquired knowledge to design and carry out a major research project arising from the field experience. The ethnographic material covered shall be appropriate to the field school’s locality and/or general research topic.

*Precluded:* ANTH 422-(3-6)

**ANTH 623-3 Urban Anthropology** A review of the anthropological approaches to and the social theory of contemporary urban society in the local, national and global contexts of the modern world. Contemporary issues relevant to the North will be addressed.

*Prerequisites:* permission of the instructor  
*Precluded:* ANTH 423-3

**ANTH 625-3 Introduction to Zooarchaeology** This course introduces students to the study of animal bones found in archaeological contexts. The first part of the course focuses on animal bone identification, while the second part centers on theoretical aspects of animal use by pre-industrial human societies.

*Prerequisites:* permission of the instructor  
*Precluded:* ANTH 425-3

**ANTH 630-3 Stone Tools in Archaeology** Stone tools are the most ubiquitous types of artifacts found around the world. This course focuses on methods and techniques for analyzing stone tools, and includes a strong theoretical component on stone tool use by pre-industrial societies. Students will be expected to complete weekly assigned readings and participate in seminar discussion. Part of the course will entail learning how to make some tools.

*Prerequisites:* permission of the instructor  
*Precluded:* ANTH 430-3

**ANTH 651-3 Traditional Use Studies** An advanced seminar on traditional use studies, their use, application, and development. The seminar will examine the origins and development of this field, review case studies and recent applications, and contemporary policies.

*Prerequisites:* ANTH 101-3 or FNST 100-3 or permission of instructor  
*Precluded:* ANTH 451-3, FNST 451-3, FNST 651-3

**ANTH 698-3 Special Topics in Anthropology** Credit available for both ANTH 498-3 and ANTH 698-3 provided topic differs substantively between offerings.

*Prerequisites:* permission of the instructor  
*Precluded:* ANTH 498-3

**ANTH 699-3 Independent Study** Credit available for both ANTH 499-3 and ANTH 699-3 provided topic differs substantively between offerings.

*Prerequisites:* permission of the instructor

## ■ **Biology**

**BIOL 601-3 Conservation Biology** Ecological and genetic considerations for the maintenance of biological diversity and the practical applications to the management of natural resources.

*Precluded:* BIOL 411-3

**BIOL 602-3 Fisheries Management** Management of freshwater and anadromous fishes of British Columbia.

*Precluded:* BIOL 414-3

**BIOL 603-3 Population and Community Ecology** Structure and dynamics of populations; theoretical and applied aspects of population and community ecology.

*Precluded:* BIOL 410-3

**BIOL 604-3 Wildlife Ecology** The general ecology and biology of wildlife species, including physiology, behaviour, nutrition and endocrinology.

*Precluded:* BIOL 412-3

**BIOL 605-3 Wildlife Management** Management criteria for reptiles, amphibians, birds and mammals. Emphasis on the socio-economic aspects of management. Communication processes are addressed.

*Precluded:* BIOL 413-3

**BIOL 606-3 Fish Ecology** The general life history, ecology, zoogeography and habitats of freshwater, anadromous and marine fishes.

*Precluded:* BIOL 406-3

**BIOL 611-3 Insects, Fungi and Society** The historical, social and economic importance of insects and fungi to human society, including underlying biological and ecological principles.

*Precluded:* BIOL 421-3

**BIOL 620-3 Animal Behaviour** Adaptive significance and evolutionary basis of behaviour patterns exhibited by the major animal phyla.

*Precluded:* BIOL 420-3

**BIOL 623-3 Molecular Evolution and Ecology** A lecture and laboratory based course that focuses on the evolution of macromolecules, the reconstruction of the evolutionary history of species, populations, or genes, and the use of genetic information to gain insights into the ecology of species.

*Precluded:* BIOL 423-3, BIOL 709-3

**BIOL 624-3 Plant Ecology** Principles of ecology as they relate to plants. Structure, classification and analysis techniques, and the dynamic behaviour of plant communities.

*Precluded:* BIOL 404-3

### **BIOL 625-3 Applied Genetics and Biotechnology**

Familiarization with advanced genetic laboratory techniques and processes. Lectures will cover applications of genetic techniques and biotechnology as well as ethics issues regarding the use of these technologies. Specific topics will include: animal forensics, recombinant and transgenic theory, quantitative/molecular genetics, biotechnology and molecular ecology.

*Prerequisites:* permission of instructor

*Precluded:* BIOL 425-3

**BIOL 631-3 Plant – Microbial Interactions** Parasitic diseases and mutualistic associations of plants, especially forest trees. Emphasis will be placed on the conceptual framework and methods for studying the ecology and phylogeny of fungal plant pathogens and mycorrhizal symbionts, and the physiology of plant-microbe interactions.

*Precluded:* BIOL 401-3

**BIOL 632-3 Aquatic Plants** Classification, physiology, ecology, and environmental implications of aquatic plants. Both marine and freshwater systems are covered with emphasis on the aquatic plants of British Columbia.

*Precluded:* BIOL 402-3

**BIOL 701-3 Advanced Animal Physiology** Physiological adaptations and compensation mechanisms of vertebrates to their biophysical environments.

**BIOL 702-3 Advanced Limnology and Fisheries** Aquatic systems, freshwater and marine, and their influence on fisheries. Human factors relating to water chemistry and the biological organisms used to indicate quality and productivity.

**BIOL 703-3 Advanced Plant Environmental Physiology** The examination of metabolic and biochemical responses of plants to environmental parameters, including the influence of development on metabolic and biochemical response.

**BIOL 704-3 Advanced Plant Ecology** An examination of the interrelationships between plants and ecosystem processes such as decay and nutrient cycling, succession and gap dynamics. Includes the application of contemporary numerical methods for the collection, synthesis and interpretation of variables such as species abundance and diversity.

**BIOL 706-3 Modelling and Simulation of Ecological Systems** An examination of research advances in simulation modelling, including integrated resource management and GIS based systems.

**BIOL 708-3 Wildlife Nutrition** Bioenergetics, biochemistry and biophysics in wildlife nutrition, including habitat design and nutrient cycling.

**BIOL 720-12 Research Thesis** Thesis, oral presentation and oral examination of research project results. Required for graduation in Biology. Only available to students previously admitted to the MSc (Biology).

## ■ Chemistry

**CHEM 602-3 Topics in Organic Chemistry** Credit may be granted for both 400 and 600 level offerings of Topics in Chemistry courses, provided the content of the independent offerings of the courses is sufficiently different (as determined by the Program Chair or Dean).

*Prerequisites:* permission of instructor

**CHEM 603-3 Topics in Inorganic Chemistry** Credit may be granted for both 400 and 600 level offerings of Topics in Chemistry courses, provided the content of the independent offerings of the courses is sufficiently different (as determined by the Program Chair or Dean).

*Prerequisites:* permission of instructor

**CHEM 604-3 Topics in Physical Chemistry** Credit may be granted for both 400 and 600 level offerings of Topics in Chemistry courses, provided the content of the independent offerings of the courses is sufficiently different (as determined by the Program Chair or Dean).

*Prerequisites:* permission of instructor

**CHEM 605-3 Topics in Biochemistry** Credit may be granted for both 400 and 600 level offerings of Topics in Chemistry courses, provided the content of the independent offerings of the courses is sufficiently different (as determined by the Program Chair or Dean).

*Prerequisites:* permission of instructor

**CHEM 610-3 Topics in Analytical Chemistry** An advanced treatment of selected topics in analytical chemistry such as spectroscopy, separation technology and analytical instrumentation. Credit may be granted for both 400 and 600 level offerings of Topics in Chemistry courses, provided the content of the independent offerings of the courses are sufficiently different (as determined by the Program Chair or Dean).

*Prerequisites:* CHEM 310-3

*Precluded:* CHEM 410-3

**CHEM 699-(3-6) Independent Study** Concentration on particular topic(s) agreed upon by the students and a member of the Chemistry faculty. May be repeated for a maximum of six credit hours. Credit may be granted for both 400 and 600 level offerings of the course provided the content is sufficiently different as determined by the Program Chair or Dean.

*Prerequisites:* permission of Program Chair

*Precluded:* CHEM 499-(3-6)

**CHEM 702-3 Advanced Topics in Organic Chemistry**

Selected advanced topics in organic chemistry.

*Prerequisites:* permission of instructor

**CHEM 703-3 Advanced Topics in Inorganic Chemistry**

Selected advanced topics in inorganic chemistry.

*Prerequisites:* permission of instructor

**CHEM 704-3 Advanced Topics in Physical Chemistry**

Selected advanced topics in physical chemistry.

*Prerequisites:* permission of instructor

**CHEM 705-3 Advanced Topics in Biochemistry** Selected advanced topics in biochemistry.

*Prerequisites:* permission of instructor

**CHEM 710-3 Advanced Topics in Analytical Chemistry**

Selected advanced topics in analytical chemistry.

*Prerequisites:* permission of instructor

**CHEM 790-3 Special Topics** Selected special topics in advanced chemistry.

*Prerequisites:* permission of instructor

## ■ Commerce/Business Administration

**COMM 630-3 Organizational Studies** An in-depth look at the interaction of individuals and groups in organizations including work motivations, employee attitudes and how change affects the worker.

*Prerequisites:* permission of instructor

*Precluded:* COMM 430-3

**COMM 631-3 Labour Management Relations** Canadian industrial and labour relations with emphasis on the labour-management relationship. Topics include the basic elements of an industrial relations system, the social, economic, legal and political environment in which participants interact, and the process of collective bargaining.

*Prerequisites:* permission of instructor

*Precluded:* COMM 431-3

## ■ Computer Science

**CPSC 622-3 Database Systems** Relational, hierarchical, and network systems, storage structure and access method, data definition and data manipulation languages, SQL, relational data structure, relational algebra and calculus, query optimization, recovery and concurrency, security and integrity, introduction to functional dependencies, normalization, 1NF, 2NF, 3NF and BCNF. A relational DBMS and data processing software will be used for understanding SQL and other concepts.

*Prerequisites:* CPSC 241-3, 281-3 and 321-3 or permission of the instructor

*Precluded:* CPSC 422-3

**CPSC 634-3 Hardware Architecture** CPU architecture including registers and accumulators, ALU design, control unit, operand codes and instruction sets, register transfer level language, fetch execute cycle and branching, address and data buses, microcoding of instructions. Memory design and addressing, memory types and memory performance, cache and caching techniques, memory indirect addressing. Interrupts and exception handling techniques. DMA controllers. Pipeline and parallel architectures.

*Prerequisites:* CPSC 231-4 and 321-3 or permission of the instructor

*Precluded:* CPSC 434-3

**CPSC 640-3 Computer Networks** Data transmission and encoding, multiplexing, circuit switching, packet switching, network protocols, data communication hardware, ISO model, Data Link Layer, Network Layer, Local Area Networks (LANs), Wide Area Networks (WANs), Metropolitan Area Networks (MANs), Backbone Networks (BNs), network design and implementation, network management, network security.

*Prerequisites:* CPSC 321-3 or permission of the instructor

*Precluded:* CPSC 440-3

**CPSC 641-3 Distributed Systems** Evolution of technology and concepts underlying distributed computing systems. Fundamentals and principles of distributed computing. Language constructs for distributed programming. Formal specification of distributed systems. Distributed algorithms. Elements of distributed operating systems. Elements of fault-tolerant distributed architectures.

*Prerequisites:* CPSC 320-3 and 321-3 or permission of the instructor

*Precluded:* CPSC 441-3

**CPSC 672-3 Knowledge Based Systems** Rule-based forward chaining and backward chaining systems, theorem provers, inference engines and meta-interpreters. Knowledge representation and knowledge-acquisition, machine learning techniques. Uncertainty, Bayesian probability, certainty factors, non-monotonic logics and reasoning with beliefs, fuzzy logic and other approaches.

*Prerequisites:* CPSC 371-3 or permission of the instructor

*Precluded:* CPSC 472-3

**CPSC 674-3 Natural Language Processing** Formal grammars and the Chomsky hierarchy. Natural languages and models of syntax. Lexicons and augmented lexicons, feature structures, morphology. Top down and bottom up parsers, left corner and chart parsers. Dealing with context sensitivity. Semantic structures and knowledge representation for NLP. Linguistic models, LFG, HPSG, Principles and Parameters. Introduction to discourse models and extra sentential processing.

*Prerequisites:* CPSC 371-3 or permission of the instructor

*Precluded:* CPSC 474-3

**CPSC 682-3 Data Structures II** External sorting and merging, best case, worst case, and average case estimates, time and space estimates for algorithms studied in CPSC 200-3 and 281-3.

*Prerequisites:* CPSC 281-3 and 340-3 or permission of the instructor

*Precluded:* CPSC 482-3

**CPSC 690-3 Computing Project I** This course consists of a large computing project undertaken by the student or by teams of students. Projects will be geared to industrial or research needs and designed to give the senior students first hand experience in applying their knowledge and skills to the design and implementation of medium to large software systems. Students will employ standard software engineering practices. Regular project team meetings will be held to review project milestones.

*Prerequisites:* CPSC 301-3 or permission of the instructor

**CPSC 691-3 Computing Project II** This course consists of a large computing project undertaken by the student or by teams of students. Projects will be geared to industrial or research needs and designed to give the senior students first hand experience in applying their knowledge and skills to the design and implementation of medium to large software systems. Students will employ standard software engineering practices. Regular project team meetings will be held to review project milestones.

*Prerequisites:* CPSC 301-3 or permission of the instructor

**CPSC 704-1.5 Graduate Seminar in Computer Science**

The course comprises weekly seminar sessions. Students will investigate and present ideas and results pertaining to current computer science research. The offerings may include presentations of current literature, research methodology, and topics related to students' own research or project work. Students will participate in discussions and critique of the work presented.

MSc students are required to attend and participate in all seminar sessions to obtain credit for the course. This is a PASS/FAIL course. (All MSc students must register in a seminar course twice during their program of studies. It is expected that all MSc students will attend the seminar each semester they are available.)

**CPSC 706-3 Topics in Computer Science Research and Methodology** This course is designed to expose graduate students to research methods, principles and design techniques in computer science, which may include evolution of fundamental ideas in computer science, theoretical foundations, formal techniques in the areas of system specification, design, verification, validation and performance analysis. The course aims to offer methods and principles widely applicable in computer science. Specific applications studied will vary.

*Prerequisites:* permission of the instructor

## **COURSE DESCRIPTIONS: COMPUTER SCIENCE, ECONOMICS, EDUCATION**

**CPSC 720-3 Advanced Programming Language**

**CPSC 790-3 Graduate Seminar**

**CPSC 791-3 Special Topics I**

**CPSC 792-3 Special Topics II**

### **■ Economics**

**ECON 601-3 Global Economy** This course analyzes the evolution of, and assesses competing theories of, the world economy. Particular attention is paid to analyzing the “new globalism” of the 1990s and examining the implications for policy makers.

*Precluded:* ECON 701-3 and ECON 401-3

**ECON 604-3 Poverty, Inequality and Development** This course examines the dimensions and causes of poverty and inequality. It analyzes development strategies aimed at reducing poverty and inequality.

*Precluded:* ECON 704-3 and ECON 404-3

**ECON 610-3 Health Economics** Economic analysis applied to health care. Topics covered may include models of physician induced demand, health insurance (private versus national), cost benefit analysis and the evaluation of health technology.

*Precluded:* ECON 410-3

**ECON 611-3 Cost-Benefit Analysis** Techniques and problems in cost-benefit analysis. Case studies of projects in the areas of natural resources, the environment, human resources, public services and transportation.

*Precluded:* ECON 411-3

**ECON 625-3 Trade and the Environment** This course considers the relationship between different international trade regimes and environmental issues.

*Precluded:* ECON 425-3

**ECON 698-3 Special Topics in Economics**

### **■ Education**

**EDUC 601-3 Educational Research Design and Methodology** An introduction to the paradigms of educational inquiry, the formulation of research questions, the consideration of ethical issues, the principal types and methods of educational research, the preparation of research proposals, and the reporting of research results. Students will be encouraged and assisted to utilize this course to develop either a thesis or project proposal that will satisfy the research requirement of the MEd degree program.

**EDUC 602-4 Educational Research Data Analysis** (Lecture/Lab) An introduction to the descriptive and inferential univariate statistics commonly used to quantitatively analyze social sciences research data. Topics include graphing, central tendency and dispersion measures, standard scores, data cleaning, hypothesis testing, correlation, simple linear regression, nonparametric statistics, and an introduction to ANOVA, including factorial ANOVA with multiple comparisons. The student is given instruction in common word processing and spreadsheet programs for the purpose of statistical analysis and reporting. This course is a prerequisite for EDUC 603-4 and EDUC 620-4.

*Prerequisites or co-requisites:* EDUC 601-3 or equivalent

**EDUC 603-4 Advanced Educational Research Data Analysis** (Lecture/Lab) An examination of a variety of advanced (generally multivariate) methods of quantitatively analyzing social science research data. Selected topics include introductory matrix algebra, a review and an extension of ANOVA techniques introduced in EDUC 602-4 including ANCOVA, MANOVA, and MANCOVA, multiple linear, and logistic regression, and factor analysis. Additional methodological and/or analytic topics will be included in accord with the expressed research interests and needs of students. The student is given instruction in one or more common statistical programs.

*Prerequisites or co-requisites:* EDUC 602-4 or equivalent

**EDUC 610-3 Qualitative Analysis in Education** A critical examination of the conceptual underpinnings and application of approaches to educational research using qualitative data such as construction of questionnaires, interviews, surveys, case studies, and ethnographics. Problems typical of research designs with such approaches will be addressed.

**EDUC 613-3 Interpersonal Counselling Skills** An interpersonal communication course (lecture/lab format) that links counselling theory and counselling practice. Topics include: the three-stage Egan model, cognitive-behavioural strategies and counselling ethics.

**EDUC 618-3 Working with Parents and Families** An examination of the theories of family therapy and research and the application of those theories to working with parents and families.

**EDUC 619-3 First Nations Counselling** An examination of the place of counselling in the holistic context of First Nations approaches to health and healing. In particular, the course will examine the counselling processes that are inherent in traditional healing practices such as the sweat lodge, concentric circle, talking circle and vision quest.

**EDUC 620-4 Educational Measurement and Evaluation** (Lecture/Lab) Training in the practices of item and instrument construction coupled with an introduction to

classical test theory and item response modelling (IRM). Selection and open-ended item formats are dealt with for achievement, performance assessment, and affective measures. Selected topics include classical item analysis, reliability and validity, and an introduction to item response models, with emphasis on the Rasch model. Other topics such as generalizability theory, examination equating, standard setting or norming studies may be included based on the time and needs of the class. Instruction in the use of specialized software for test construction, classical item analysis and IRM is part of the course. This course is a prerequisite for EDUC 721-3.

*Prerequisites:* EDUC 602-4 or equivalent

**EDUC 621-3 Classroom Assessment Practices** In this course, we will examine the relationships between and purposes of classroom-based assessment and evaluation. We will consider the roles of formative and summative assessment, including dynamic assessment, curriculum-based assessment, portfolios, conferencing, and standardized testing; and the implications of such practices for grading, instructional approaches, school achievement, and planning for diverse students. The course includes a practical component so that students will explore effective assessment practices and how to interpret assessment results, as well as how to evaluate current trends in educational evaluation.

*Prerequisites:* none; elective course open to all graduate Education students. Graduate students outside of Education, non-degree graduate students, and upper level undergraduate students also may take the course, as per the admission guidelines in the graduate calendar.

**EDUC 631-3 Educational Applications of Computer Technology** This course examines the role of computer technology as a teaching and learning resource in contemporary educational environments. It will also include a review of generic and subject-specific criteria that may be used to evaluate educational software. The course will allow and assist students to examine a variety of computer applications that are relevant to particular aspects of education; for example, curriculum development, instructional design, counselling, evaluation.

**EDUC 632-3 Language Development: Implications for Education** An exploration of theories of language development across the lifespan, drawn from Linguistics, Psycholinguistics, Sociolinguistics, and Educational Psychology. Links between language development, and cognition, learning, and social development, and their educational implications will be addressed.

**EDUC 633-3 Human Development: Implications for Education** Contemporary theories of human development are examined along with their implications for teaching and counselling children, adolescents, and adults.

**EDUC 634-3 Achievement Motivation** Current theories of achievement motivation, grounded in practical classroom examples. Our examination will be research oriented, ranging from a micro level of analysis (e.g., individual case studies) to a macro level of analysis (e.g., school structures). A central issue is how teachers and counsellors can understand and foster students' motivation for school learning.

**EDUC 635-3 Educating Exceptional Students** An examination of the nature and characteristics of exceptional students and a review of current theory and research concerned with accommodating their special needs in a variety of educational environments; for example, counselling or instructional environments.

**EDUC 636-3 Language and Learning Disabilities** In this course, we will review current theoretical and research literature on language-based learning disabilities, including disabilities of oral language, reading, and written expression, and their implications for students' learning. Strategies for assessment, planning, teaching, and intervention for preschool, school-aged, and adult learners will be addressed.

**EDUC 641-3 Principles of Instruction** An examination of models of instruction with particular emphasis on models of contemporary teaching and learning. Students will be encouraged to identify and reflect on their own models of instruction for teaching and counselling.

**EDUC 644-3 Educational Programs: Development, Implementation and Evaluation** A study of program planning within curriculum guidelines. The course will address the changing roles, resources and responsibilities of educators within the context of change in educational institutions.

**EDUC 645-3 Discourse in Classrooms** An examination of the theory and practice of facilitating learning across school disciplines through classroom discourse. Students will consider theories of meaning and how students and educators structure language to achieve multiple purposes, and the social and academic implications of these patterns of language use. The relationship of classroom discourse to cross-disciplinary materials, instructional strategies, and evaluation procedures will be discussed.

**EDUC 646-3 First Nations Education** A study of educational foundations, curriculum and instruction theory, and teaching practices in relation to the needs and resources of First Nations students. This course will also include a critical examination of commercially-produced teaching resources that are currently available for use in First Nations schools.

## ***COURSE DESCRIPTIONS: EDUCATION***

**EDUC 647-3 Educational Issues in Northern Schools A** study of educational issues in relation to the unique needs and resources of students and educators in northern communities. The issues selected for this course will be of particular interest to teachers, counsellors and school administrators.

**EDUC 648-3 Oral Traditions and Literacy Development** A critical examination of theory, research, and current teaching practices in oral and written language development. Teaching that builds upon oral language experiences and oral cultural traditions will be emphasized. Topics will include emergent literacy of young children, literacy development in cultures with strong oral traditions, and approaches to adult literacy. Parallels and divergences across these topics will be explored.

**EDUC 649-3 Elementary Language, Literacy, and Literature** A critical examination of theory, research, and current teaching practices in language, literacy, and literature in elementary schools. Topics will include the writing process, reader response and children's literature, and a critical examination of current research on teaching reading.

**EDUC 650-3 Secondary Language, Literacy, and Literature** A critical examination of theory, research, and current teaching practices in language, literacy, and literature in secondary schools.

**EDUC 651-3 Mathematics Education** A critical examination of theory and research associated with current practices and emerging trends in curriculum development and instruction in mathematics. Students may elect to focus upon either the elementary or secondary level of the curriculum.

**EDUC 652-3 Science Education** A critical examination of theory and research associated with current practices and emerging trends in curriculum development and instruction in general science. Students may elect to focus upon either the elementary or secondary level of the curriculum.

**EDUC 653-3 Social Studies Education** A critical examination of theory and research associated with current practices and emerging trends in curriculum development and instruction in social studies. Students may elect to focus upon either the elementary or secondary level of the curriculum.

**EDUC 690-3 Health and Human Sciences: Interdisciplinary Seminar** An interdisciplinary analysis and discussion of topics of common interest to graduate students in the Faculty of Arts, Social and Health Sciences.

**EDUC 691-3 Education Programs: Interdisciplinary Seminar** An interdisciplinary analysis and discussion of topics of common interest to students enrolled in the Educational Counselling and Curriculum and Instruction programs.

**EDUC 692-3 Special Topics** Topics to be determined by the special interests of students and the availability of faculty members to teach those topics. Students may not take more than two Special Topics courses.

**EDUC 693-3 Directed Reading: Independent study under the direction of a faculty member** This course provides an opportunity for students to study an educational topic relevant to their program if additional study is either desirable or necessary to correct possible deficiencies in their preparation for graduate study.

**EDUC 711-3 Counselling Theory** An examination of the theoretical foundations of counselling. Some of the theories reviewed are the cognitive, behavioural, phenomenological, existential, and analytic models of counselling.

**EDUC 712-3 Counselling Practice** A critical examination of the counselling skills, strategies and techniques that constitute counselling practice. In addition to lectures, this course requires a supervised field experience and intensive individual supervision of clinical counselling skills. Enrolment is restricted to ten students.

**EDUC 714-3 Group Counselling Processes** Consideration of the theory and practice of group counselling with an opportunity both to participate in and conduct group counselling sessions.

**EDUC 715-3 Educational and Career Counselling** An evaluative survey of the counselling theories and practices employed to facilitate educational and career decisions and an opportunity to prepare a career counselling program.

**EDUC 716-3 Clinical Counselling** An examination of specific areas of clinical counselling such as behaviour disorders, mental subnormality, learning disabilities, and psychophysical disorders.

**EDUC 719-3 Counselling Practicum** A two-stage extended practicum which includes graduated placements in at least two different school, agency or institutional settings; scheduled group discussions; and supervised individual counselling. Students may elect to complete stage one, a pre-practicum, in a semester prior to that in which they complete stage two, the practicum.

*Pre- or co-requisites:* EDUC 711-3, 712-3, and 714-3 or equivalents

**EDUC 721-3 Individual Assessment of Aptitudes and Achievement** A survey of psychoeducational measures, particularly the administration, scoring and interpretation of individual aptitude and achievement tests.

*Prerequisite:* EDUC 620-3 or equivalent

**EDUC 740-3 Curriculum Development and Evaluation**

A review of theories of curriculum development and evaluation with strong emphasis on the linkages to educational foundations and teaching practices.

**EDUC 780-3 Foundations of Education** This course will take an historical approach and consider shifts in philosophical, political, sociological, psychological, and epistemological perspectives as well as related shifts in models of education.

**EDUC 795-3 Research Seminar** A seminar focused on supporting students' ongoing work on their theses or projects. In particular, the course will identify and explain the various tasks that are typically involved in the development of a thesis or project; for example, design, implementation, analysis, interpretation and writing. Co-operative problem solving will be employed to assist students to develop their theses or project plans.

*Prerequisites:* EDUC 601-3 and 602-3 or equivalent

**EDUC 797-3 Comprehensive Examination** The comprehensive pattern of study requires the successful completion of a comprehensive examination that evaluates a candidate's knowledge of education theory and practice in his/her field of study (Counselling and Guidance or Curriculum and Instruction). This program pattern is designed to enhance and reinforce a student's knowledge of both educational theory and practice as well as their inter-relationship.

*Prerequisites:* successful completion of a minimum of 36 credit hours of graduate courses. This credit must include a minimum of 33 credit hours of graduate coursework and at least three credit hours of supervised comprehensive reading culminating in the successful completion of a written comprehensive examination.

**EDUC 798-6 MEd Project** Students are asked to develop theoretically defensible innovations in educational practice. These may include innovative curricula, instructional strategies, or counselling practices. The efficacy of the innovations must be evaluated and the results reported as a part of a formal report of the project. The completed project report must be submitted to the student's supervisory committee for evaluation.

**EDUC 799-9 MEd Thesis** Students are asked to evaluate educational theory and practice, identify a significant question and implement a research strategy that addresses the question. The completed thesis must be submitted to the student's supervisory committee for evaluation.

**English**

*Students wishing to take any of the graduate English (600 level) courses as part of an interdisciplinary or other MA program should consult the English Program Chair.*

**ENGL 600-3 Contemporary Theory** An advanced study of current theoretical modes, including feminism and gender theory, deconstruction, postcolonial theory, discourse analysis, new historicism and Marxist theory, psychoanalytic theory, and cultural studies. The course includes an investigation of the critical positions of contemporary theorists.

**ENGL 610-3 Women and Literature** Contemporary women writers and their work, emphasizing their cultural diversity and considering them in the context of feminist theory. Writers may include Nadine Gordimer, Joy Kogawa, Amy Tan and Louise Erdrich.

**ENGL 620-3 First Nations Literature** Drawing on postcolonial and cultural theories, this course examines contemporary First Nations and Native American literatures written in English.

**ENGL 630-3 Canadian Literature** A course in multi-cultural and cross-cultural expressions in modern and contemporary Canadian literature. Authors may include Margaret Laurence, Hugh McLennan, Rohinton Mistry, Rudy Wiebe, Aritha van Herk, Joy Kogawa, Marlene Nourbese Philip.

**ENGL 640-3 Postcolonial Literatures I** An investigation of the central issues of postcolonial literature, including postcolonial nationalism, colonial mimicry, imperial versus native languages, and the political and social responsibility of the writer.

**ENGL 641-3 Postcolonial Literatures II** A survey of postcolonial writing in one of the following areas: Africa, the Caribbean, Australasia, India.

**ENGL 650-3 Comparative Literature** This is an advanced course in Comparative Literature which focuses on texts written in English or English translation. Special topics may include comparative studies of a genre, theme, period or region. Writing which crosses borders or the writing of specific cultural groups may also be included.

**ENGL 670-3 Creative Writing - Poetry** Lectures and workshops in the craft of writing poetry.

**ENGL 671-3 Creative Writing - Fiction and Creative Non-Fiction** Lectures and workshops in the craft of writing fiction and/or creative non-fiction.

## **COURSE DESCRIPTIONS: ENGLISH, ENVIRONMENTAL STUDIES**

**ENGL 672-3 Creative Writing - Drama and Script-Writing** Lectures and workshops in the craft of writing drama and script-writing.

**ENGL 680-3 Science Fiction** A study of the structures and motifs of science fiction and fantasy.

**ENGL 681-3 Renaissance Literature** A study of various aspects of Renaissance literature and art. The focus could be on the works of a specific author, a genre, or theoretical considerations.

**ENGL 682-3 Literature of First Contact** Aspects of the first contact of empire and colony, including historical accounts, and revisionist accounts of the nineteenth and twentieth centuries.

**ENGL 684-3 Victorian Studies** Special study of an author (or authors), theme or genre in Victorian literature. Possible authors include George Eliot, Dickens, or the Brontës. Possible topics include social realism, psychological realism, violence and domestic realism, fictional autobiography, Victorian gothic or female self-expression.

**ENGL 686-3 Literature of the Fantastic** Various periods and aspects of fantastic literature. When appropriate, the course will include film and graphic arts as well as literary texts.

**ENGL 690-3 Bibliography** An introduction to the conventions of literary bibliography, as well as electronic bibliography and document retrieval. Where possible, the course is related to another graduate course being taken concurrently by the student.

**ENGL 691-3 Renaissance Literature** A study of various aspects of Renaissance literature and art. The focus could be on the works of a specific author, a genre, or theoretical considerations.

**ENGL 692-3 Information Technologies** An introduction to electronic bibliography and document retrieval, and the theory and practice of hypermedia. Computer applications for the study of literature may be developed as part of a research project.

**ENGL 693-3 Cultural Studies** An introduction to the interdisciplinary methodologies of cultural studies, with a focus on definitions of culture and the imbrications of race, class, and gender. An exploration of the themes of postmodernism, popular culture, historical cultural formations, social history, and/or the relation between politics and culture.

**ENGL 698-3 Special Topics**

**ENGL 699-3 Independent Study in Literature**

## **Environmental Studies**

**ENVS 602-3 Environmental and Natural Resources Issues and Ethics** Analysis of environmental and natural resource issues from an ethical perspective; viewpoints and value systems that determine management decisions.

*Precluded:* ENVS 414-3, NREM 411-3

**ENVS 603-3 Environmental Planning** Investigates the theory and methods of environmental and ecological planning. The focus will be on the Prince George region and students will get hands on experience by working on a real plan to address a current theme or issues.

*Precluded:* ENVS 413-3

**ENVS 604-3 Hazardous Wastes Management**

Environmental, technical and political aspects of hazardous waste management. Evaluative methods, risk assessment and current management requirements.

*Precluded:* ENVS 404-3

**ENVS 605-3 Land Use Planning** An evaluation of land use planning at the federal, provincial, and municipal levels. The course will familiarize students with theories of property rights and their applications to land use planning and tenure systems.

*Precluded:* ENVS 410-3

**ENVS 606-3 Planning Theory, Process and Implementation**

Theories of planning and how theory informs planning practice. How planners manage planning processes, how plans are implemented. Use of communicative skills important in expediting implementation within the political environment of planning practice.

*Precluded:* ENVS 411-3

**ENVS 607-3 Ecological Modelling** To develop an understanding of theoretical and mathematical approaches to ecosystems and ecological processes. Laboratory exercises will complement lecture topics and focus on the development of computer-based modelling skills.

*Precluded:* ENVS 406-3

**ENVS 608-3 Macro-Meteorology** Analysis and dynamics of synoptic weather systems, cyclones and cyclogenesis; fronts, thunderstorms, jet streams and stability; thermodynamic charts, satellite imagery and forecasting; aspects of global climates and el nino.

*Precluded:* ENVS 408-3

**ENVS 612-3 Air Pollution** A multidisciplinary course focusing on air pollution: emissions, chemistry, air pollution meteorology and dispersion modelling, engineering and legislative controls, health effects, airshed planning.

*Precluded:* ENVS 412-3

**ENVS 615-3 Advanced Environmental Assessment** An examination of current methods used in planning and project development for environmental assessment. This course will focus on applied research using case studies.

**ENVS 616-3 Ecological Economics** Applies economic theory and tools to environmental problems and policies. Introduces history and basic concepts of economic thought and explores the market failures and paradigm shifts that led to ecological economics as a new framework for integrating economic and environmental concerns.

*Prerequisite:* ECON 405-3 and ENVS 416-3

**ENVS 619-3 Rural Planning and Design** An overview of the unique planning and development dimensions of small communities and rural regions. Current planning practice and new ecological planning principles will be examined. Design and planning technologies will be utilized in the development of a landscape plan for a small community/rural region.

*Prerequisite:* ENVS 415-3

**ENVS 702-3 Ecophysiology** Physiology of plants and animals within natural ecosystems. Effects of human induced perturbations on natural physiological processes.

**ENVS 703-3 Environmental Toxicology** Actions, biological effects and environmental fate of pesticides and other pollutants.

**ENVS 704-1 Policy Seminar** Topics in Environmental Science; literature review; preparation and presentation of reports. May be repeated for credit.

**ENVS 707-3 Cultural, Social, and International Perspectives in Environmental Studies** Investigates an environmental problem or case study, local or global, to identify and investigate the social and cultural dynamics affecting human-environment relations. Examines the contributions of different cultural perspectives to the sustainable management of natural resources. Looks at the impact of social institutions and management regimes in creating and solving environmental problems.

**ENVS 708-3 Environmental and Biological Fluid Dynamics** Fluid dynamic and transport processes in aquatic and atmospheric systems. Modelling of transport processes using computer and physical models as well as direct measurements where possible. Topics may include: Navier Stokes Equations, turbulence and mixing, transport phenomena, Air-Sea Interactions, aquatic and atmospheric boundary layer processes, biophysical and biomechanical approaches to a variety of organisms and spatial scales.

**ENVS 720-12 Research Thesis** Thesis, oral presentation and oral examination of research project results. Required for graduation in Environmental Science. Only available to students previously admitted to the MSc (Environmental Science).

## ■ First Nations Studies

### **FNST 600-3 Foundations of First Nations Studies**

Theory and Practice: A seminar in which major contributions to the field are reviewed and the methods, approaches and conclusions of the works are explicated and located within contemporary theory.

**FNST 601-3 Research Methods** A graduate seminar on quantitative methods of research in First Nations Studies, including community-based research methodology.

**FNST 602-3 The Practice of Research** A seminar in which students will design and pilot projects to implement methods and approaches for research in First Nations Studies, and will present papers discussing the implications of various approaches for the discipline. An advanced graduate research methods course from another program may be substituted with special permission.

**FNST 603-3 Northern Nations I** A Seminar on the languages and cultures of the First Nations of northern British Columbia.

*Prerequisites:* must have completed FNST 133-3 and 134-3 or equivalent to enrol

**FNST 604-3 Northern Nations II** An advanced seminar on the languages and cultures of the First Nations of northern British Columbia for students who have completed FNST 603-3.

**FNST 605-3 The State of the Discipline** A seminar in which students will present papers concerning current theoretical and methodological issues in the discipline.

**FNST 606-3 Indigenous Issues in International Perspective** A seminar in which issues such as land right, relations to nation-states and cultural autonomy are examined by graduate student papers presenting cases from a variety of indigenous groups.

**FNST 607-3 Indigenous Perspectives on Race, Class, Gender and Power** A seminar in which examples from specific groups will be read against contemporary theory.

**FNST 621-3 First Nations Songs and Poetry** A study of songs and poetry in a First Nation's language.

*Prerequisites:* FNST level 4 (or equivalent) in the appropriate First Nations language

**FNST 622-3 First Nations Speeches and Stories** A study of speeches and stories in a First Nation's language. Analysis of the various linguistic variations which accompany different kinds of speeches and stories.

*Prerequisites:* FNST level 4 (or equivalent) in the appropriate First Nations language

**FNST 623-3 A Study of a First Nation's Language Family and Its Linguistic Relatives** This course includes: a survey and comparison of the languages in a particular language family; the evidence for the genetic affiliation of the languages; the correspondences among the languages and reconstruction of the proto-language; the evidence for subgrouping; discussion of possible remoter relations of the family; interaction with neighboring languages; implications for prehistory.

*Prerequisites:* FNST level 4 (or equivalent) in the appropriate First Nations language

**FNST 624-3 The Literature of a First Nation** A study of a First Nation's literature in a First Nation's language.

*Prerequisites:* FNST level 4 (or equivalent) in the appropriate First Nations language

### **FNST 650-3 Special Topics**

**FNST 651-3 Traditional Use Studies** An advanced seminar on traditional use studies, their use, application, and development. The seminar will examine the origins and development of this field, review case studies and recent applications, and contemporary policies.

*Prerequisites:* permission of the instructor

*Precluded:* ANTH 451-3, ANTH 651-3, FNST 451-3

### **FNST 751-3 Directed Readings**

### **FNST 790-3 Internship**

### **FNST 791-3 Internship**

**FNST 797-12 MA Project** The MA Project is a praxis-oriented community-based research option and will be considered an alternative to the Thesis for completion of the Master's Degree in First Nations Studies. A Project committee made up of the advisor from the First Nations program, one other faculty, and one First Nations community member guides the MA Project student. Students taking the Project path are required to produce a scholarly product to be presented in a scholarly form.

*Prerequisites:* Students must have completed the required courses for the MA in First Nations Studies (FNST 600-3; FNST 602-3, FNST 790-3; one elective course in the student's chosen stream; one elective from graduate offerings at UNBC; and one elective from either the First Nations Issues and Approaches stream or from the Northern Nations stream).

### **FNST 799-15 Thesis**

## **Gender Studies**

*The following courses are offered as seminar courses. They may also be offered as reading courses, or as independent study courses.*

**GNDR 601-3 Cultural Studies: Gender, "Race," and Representation** This course explores the visual expression of twentieth-century women artists, photographers, fashion designers and film makers while also examining feminist critical responses to these visual forms of expression. Examples of topics for discussion will include the role of the spectator, aspects of play and domination in visual display that shape our cultural ideas of the body, gender and the difference "point of view" makes in film production and consumption, fur fashions and the debate between aboriginal trappers and "Greenpeace." Materials to be covered may include Lizzie Borden's film *Born in Flames*, Mexican artist Frida Kahlo, Barbara Kruger's photomontages, fashion designers Elsa Schiaparelli and Vivienne Westwood, Jenny Livingston's film, *Paris is Burning*, British Photographer Jill Posener (graffiti collections), Dene photographer Dorothy Chocolate, artists Mary Kelly and Mamelie Hassan, Virginia Woolf's *Orlando* and Angela Carter's *Wise Children*.

**GNDR 602-3 Political Economy and First Nations Women** The purpose of this course is to understand how the political economy acts upon First Nations women's lives in and beyond their home communities as well as to offer comparative examples of similar processes from elsewhere in the new world and from Asia and Africa. Of primary concern will be a study of the gender implications of the structured relation between the state and First Nations political and social associations, and of the implications of interstate relations for First Nations and of the articulation of the dominant political economy and that of marginal communities that continue to rely upon a domestic economy. From this point of departure, several issues of gender politics will be explored: How are social and economic resources allocated to women and men? What are the gender specific implications of state policies such as child welfare, community development, social housing, etc? Can women hope to achieve their socio economic goals by seeking state reform?

**GNDR 604-3 Advanced Feminist Ethics** This course will provide an analysis and critique of both the historical and contemporary literature of feminist ethics. Feminist ethics will be discussed in terms of the similarity or diversity of feminist theories of moral decision making to traditional deontological and consequentialist approaches.

**GNDR 608-3 Gender and International Relations** This course will examine in detail topics related to women and international relations as selected by the instructor.

*Precluded:* WMST 407-3

**GNDR 609-3 Advanced Feminist Methods** The goal of this course is twofold: first to cover current debates in feminist methodology and second to develop appropriate research strategies for an independent research project. Topics covered will include, but not necessarily be limited to, debates weighing the relative merits of quantitative and qualitative methods in social science, social relations between research and respondents, participatory research, community-based research, etc.

**GNDR 610-3 Feminist Political Philosophy** This course will provide an analysis and critique of both the historical and contemporary literature on feminist political philosophy. Beginning with Mary Alcott, this course will trace feminist political philosophy from its enlightenment roots to its contemporary post-modernist critique on enlightenment notions of rationality. Students will study primary sources from the political writings of Wollstonecraft, Engels, Harriet Taylor Mill, de Beauvoir, Millett, Hartsock and Haraway.

**GNDR 611-3 Contemporary Feminist Theories** This course covers the recent history of feminist theories beginning with Simone de Beauvoir's *The Second Sex*. Students will also read a selection of contemporary writers such as Adrienne Rich, Audre Lorde, Sheila Rowbotham, Bell Hooks, Cynthia Enloe, Nawal el Saadawi and Jeannette Armstrong. The course focuses on the intersections among race, class, sexuality, gender and decolonization that this history of writing has brought to the centre of current feminist critique.

*Precluded:* WMST 411-3

**GNDR 700-9 Gender Studies Thesis**

**GNDR 701-3 Gender Studies Major Research Paper**

**GNDR 703-3 Gender and Post-Colonialism** This course examines key postcolonial feminist theorists such as a Gayatri Chakravorty Spivak, Teresa de Lauretis, and Trinh T Minh-ha while also considering postcolonial theorists such as Homi Bhabha and Edward Said from a critical Feminist perspective. The theoretical material will be placed in the context of contemporary First Nations Women's writings in Canada and the US.

**GNDR 704-3 Gender, Theory, and Anthropology** A study of anthropological debates regarding the (im)possibility of feminist anthropology with particular emphasis on theory and research methods. Drawing from diverse positions of British and American Theorists such as Judith Stacey, Anne Whitehead, Marilyn Strathern, this course will explore the tensions between the feminist project of 'sisterhood' and anthropological construction of difference, whether that difference is encountered in one's own community (for example Stacey's family studies in California) or at a distance from one's community.

**GNDR 706-3 Feminism and Contemporary Critical Theory** This course examines new directions in feminist theories focusing on US, Canadian, British, Third World/postcolonial feminist theories of the 1980s and 1990s. We will discuss the intersections among gender, class, race, sexuality, imperialism and ecology from a multidisciplinary perspective including law, society, politics, literature, culture, science and anthropology. We will also look at critical articulations between feminisms and theories such as Marxism, postcolonialism, psychoanalysis and post-modernism.

**GNDR 707-3 Feminist Perspectives on Science and Technology** This interdisciplinary course provides a feminist critical understanding of science and technology as they have developed and been used in western societies. It deals with late 20th century critiques of science and technology; contemporary debates about reproductive and genetic technologies, gender, race and modern science; technology transfer and gender in "developing" countries; the effects of science policy for women (scientists and non-scientists), and the possibilities for a community-based, integrated science in the 21st century.

**GNDR 708-3 Gender, Power, and Environmental Problems** This course focuses on gendered environmental problems from both historical and contemporary perspectives. It provides a feminist critical analysis of the power relations in modern societies that cause environmental degradation; deals with the particular problems facing women in "developing countries" and discusses various environmental movements, such as ecofeminism.

**GNDR 709-3 Topics in Feminism and Social Regulation** This interdisciplinary course offers comparative study of regulatory practices and policies of state and civil powers, with an emphasis on their impact on Aboriginal and minority women of Canada. Specific topics may include the plurality and complexity of legal jurisdictions, health and social welfare regulation, and the intersection of religious and secular legal orders.

**GNDR 710-3 Topics in Feminism and Anthropology** This is an advanced course that will examine issues of gender and difference from an anthropological perspective. Drawing from diverse positions of feminist anthropologists, we will explore theoretical and methodological debates concerning the ethnographic representation of the 'other', the (im)possibility of a feminist anthropology, and the role of feminist anthropology in postcolonial relations.  
*Recommended:* ANTH 406-3/606-3 (Feminist Perspectives in Anthropology) to obtain a basic understanding of feminist perspectives in anthropology.

**GNDR 799-(1-6) Independent Study**

## ■ Geography

**GEOG 601-3 Resource Geography** Global resources and their role in questions of conservation and development. Emphasis on global/international resource issues.

*Prerequisites:* permission of the instructor  
*Precluded:* GEOG 401-3

**GEOG 602-3 Geography of the Circumpolar North** Evolving spatial patterns of human occupancy of the North; social, economic and political dimensions of development in the Circumpolar North in light of physical environment; impacts of internal colonialism; geographical perspectives on Northern self-determination movements.

*Prerequisites:* permission of the instructor  
*Precluded:* GEOG 402-3

**GEOG 603-3 Aboriginal Geography** An analysis of aboriginal land and resource tenure systems, processes of land alienation, and First Nations methods used for regaining control over land and resources, including “land claims.” Case studies drawn from First Nations in Canada, the Circumpolar North, and other world regions.

*Prerequisites:* permission of the instructor  
*Precluded:* GEOG 403-3

**GEOG 605-3 Fluvial Geomorphology** An investigation of river channel morphometry and landforms developed by running water: a focus on the physical processes and techniques of measurement. Field trips required.

*Prerequisites:* GEOG 310-3 or equivalent or permission of the instructor  
*Precluded:* GEOG 405-3

**GEOG 611-3 Geomorphology of Northern BC** The geomorphology of this region with emphasis on the Quaternary history and relevant glacial and fluvial processes. Special topics, which vary from year to year, will be a component of this course. Field trips required.

*Prerequisites:* GEOG 210-3, 311-3 or permission of the instructor  
*Precluded:* GEOG 411-3

**GEOG 612-3 Geomorphology of Cold Regions** A detailed look at the processes and landforms of the polar regions of our planet and consideration of cryogenic processes on Mars.

*Prerequisites:* Geography 210-3 or permission of the instructor  
*Precluded:* GEOG 412-3

**GEOG 613-3 Advanced GIS** This course covers the use of remote sensing and satellite imagery in GIS: including scene correction, enhancement and time comparison. Advanced GIS and mapping techniques, with concentration on northern BC will be dealt with.

*Prerequisites:* GEOG 300-3 or permission of the instructor  
*Precluded:* GEOG 413-3

**GEOG 614-3 Weathering Processes** A detailed look at weathering processes and their applied aspects.

*Prerequisites:* permission of the instructor  
*Precluded:* GEOG 414-3

**GEOG 622-3 Geography of World Trade** This advanced seminar course develops an economic geography interpretation of issues related to economic restructuring within the global economy. Specific topics include industrial location theory, uneven development, and the role of public policy and international trade agreements.

*Prerequisites:* permission of the instructor  
*Precluded:* GEOG 422-3

**GEOG 624-3 Social Geography of Northern Communities** An analysis of the social geography of communities within the specific context of the North. This course will emphasize case study research drawing upon examples from northern British Columbia.

*Prerequisites:* permission of the instructor  
*Precluded:* GEOG 424-3

**GEOG 628-3 Medical Geography** This course will provide for a more intricate understanding of the spatial aspects of health and health care delivery by linking research tools such as GIS and population statistics databases with the circumstances of people in northern places. There will be an emphasis upon the small towns and regional centres of northern BC.

*Prerequisites:* GIS skills  
*Precluded:* GEOG 428-3

**GEOG 632-3 Remote Sensing** Digital processing of satellite imagery and integration with raster and vector GIS technology in natural resources and remote sensing of the environment. Topics include sensor platforms and data collection, pre-processing, enhancement, classification, change detection, multi-data integration and vectorization.

*Prerequisites:* GEOG 300-3 or permission of instructor  
*Precluded:* GEOG 432-3

**GEOG 701-3 Environmental Sediment Topics** The course will investigate the role of aquatic sediments in providing data for environmental problems (contaminant transfers, habitat degradation) and historical reconstructions (core analysis for climate, fire etc.).

*Prerequisites:* a course in hydrology or watershed processes or permission of the instructor

**GEOG 702-3 Fluvial Change** Study of the nature of alterations in stream morphology related to natural and human-caused changes in stream regimen.

*Prerequisites:* permission of the instructor

**GEOG 705-3 Quaternary Environments** We will examine the Quaternary palaeo-environments of British Columbia including the sedimentological, palaeontological and geomorphic record of the past several million years.

*Prerequisites:* permission of the instructor

**GEOG 710-3 Cultural Landscapes of the North** This seminar course is an advanced geographic study of the contrasting cultural landscapes of northern peoples and places. Using a comparative perspective approach, case studies will emphasize selected cultural landscapes of northern British Columbia.

*Prerequisites:* permission of the instructor

**GEOG 712-3 Geography of Northern Economic Development** An advanced economic geography study of issues central to northern development, this course employs a range of theoretical models in seeking to better understand the outcomes and implications of restructuring within the northern economy. While the economic geography of northern British Columbia is emphasized, international and circumpolar examples are considered.

*Prerequisites:* permission of the instructor

**GEOG 714-3 Rural and Small Town Social Geography**

This advanced seminar course seeks to integrate a wide range of social geography research on rural and small town change with the specific context of northern communities, issues of community conflict and contention resulting from the pressures of local change are emphasized.

*Prerequisites:* permission of the instructor

**GEOG 720-12 Research Thesis**

## ■ Health and Human Science

**HHSC 600-3 Critical Social and Health Issues in Northern Communities** This course will expose students to critical issues in the analysis of social and health problems in Northern Communities. The emphasis will be on interdisciplinary research and analysis in a northern context. Topics will be organized around specific problems to be found in the community, and ways of analyzing them from social and health perspectives.

**HHSC 601-3 Principles of Epidemiology** Epidemiological principles applicable to infectious and non-infectious diseases: occurrence and distribution; factors underlying distribution of disease; host-agent environment complex; principles underlying etiology and causation.

**HHSC 602-3 Organization and Financing of Canadian Health Care** The historical development and current structure and financing of the Canadian health care system will be related to changes that have occurred in the political, social, and technological environment.

**HHSC 603-3 Community Research Methods** A survey of design, strategies, methods, and applied socio-medical disciplines as related to health and health care. Emphasis is based on the application of quantitative and qualitative techniques and in the measurement and health-related attitudes and behaviours and program outcomes.

**HHSC 604-3 The Health of First Nations People** A detailed review of the health status and its determinants of the First Nations peoples. Emphasis will be placed not only on biological determinants but also on those factors that are derived from the status of the First Nations in the larger population including evolving lifestyles, dominant government and social policies, and environmental influences.

**HHSC 605-3 Health in Developing Countries** The patterns of mortality and morbidity in developing countries will be described with a particular focus on those conditions such as malaria that are endemic and influence not only the health but also the social and economic development of the countries. Special emphasis will be placed on Pacific Rim countries.

**HHSC 606-3 Health Promotion** Examines the health promotion theories, principles, and underlying philosophies within a primary health care framework. Students will identify and critique health promotion issues and explore strategies which promote well-being among individuals, groups, and communities.

*Precluded:* NURS 402-3

**HHSC 607-3 Cultural Perspectives on Health and Illness** The cultural influences on the definition, experience, and expression of illness are examined. Attention will be given to ways in which culturally responsive health care can be provided. May be taken as ANTH 498-3 with the permission of the instructor.

**HHSC 608-3 Knowledge and Inquiry in Health and Human Sciences** This course will explore assumptions which underlie the creation of knowledge. Issues relating to conducting research in a variety of health and human service sites will be discussed. It will provide a place for students to explore some of the major theoretical, epistemological and ontological considerations in conducting and evaluating research. In addition, they will explore the ethical and political concerns, including the role of power associated with the creation of knowledge, the conduct of research, the use of research, and the use of research findings.

**HHSC 680-(3-6) Directed Studies**

**HHSC 701-3 Community-Based Health Research** This course will build on the principles learned in HHSC 603-3 and will focus on the process in which research is carried out at the community level involving the community and its members from the outset of the project to the preparation and implementation of the findings.

**HHSC 702-3 Seminar in Qualitative Data Collection** In this seminar, experienced qualitative researchers will share their experiences in undertaking qualitative research, and will assist students to learn how to collect data for their thesis. It is expected that the range of data collection techniques will include, but not be limited to: individual interviews, group interviews, document analysis, participant observation and video analysis. Students will gain practice in one of the techniques. Particular attention will be paid to collecting meaningful data in cross cultural situations. Included will be discussion of issues in data transcription and data management.

**HHSC 703-3 Advanced Qualitative Research Approaches in Health and Human Sciences** This course will explore various approaches to qualitative research in the health and human sciences. The approaches will be discussed in light of the epistemological and ontological commitments, their methods and their demands upon the researcher. Included will be an examination of inherent issues of ethics and rigour. The approaches to be examined would normally include: phenomenology, interpretive phenomenology, participatory action research, feminist research, grounded theory and institutional ethnography.

**HHSC 710-3 Foundations in Disability Management** This course will provide a comprehensive overview of the principles and practices of disability management in the workplace. The course begins with an introduction to the interdisciplinary nature of return to work services and interventions, theoretical foundations of disability management and benchmark models or approaches used, and the typical issues and needs among persons challenged by return to work barriers. The application of management skills in resolving disability management problems will also be covered including traditional management skills in the areas of budgeting, human resources, service provision and problem solving skills.

**HHSC 711-3 Disability Management: Legislation, Policy & Procedures** This course will provide the skills and knowledge required to develop organizational policy and procedures that are based on societal values, legislation and regulation, collective bargaining agreements, and the specific organizational culture.

**HHSC 712-3 Disability Management Interventions** The primary goal of disability management is to help workers with limitations and restrictions return to work at the optimum point in their rehabilitation and recovery. This course will cover the skills, knowledge and attitudes required for effective disability interventions. Additional topics covered include working with the supervisor, the individual and the shop steward to develop, implement and monitor a successful transitional work plan.

**HHSC 798-(3-6) Directed Studies**

**HHSC 799-6 Thesis**

## ■ History

**HIST 700-3 Seminar in Historical Methodology and Research** Historical method and research techniques will be examined and students will prepare a particular research project.

**HIST 701-3 Themes in the History of Gender** Aspects of the history of gender drawing on the literature on women and men in various parts of the world.

**HIST 702-3 Themes in Native History** The history of native people and their relations with non-natives drawing on the literature on a number of countries.

**HIST 703-3 Themes in the History of Peripheral Areas** The history of peripheral and frontier areas with particular emphasis on the comparative dimension.

**HIST 704-3 Themes in Environmental History** Aspects of environmental history drawing on the literature from a number of countries.

**HIST 705-3 Themes in the History of International Relations** Aspects of the history of the relations between nations drawing on the literature from a number of countries.

**HIST 749-12 Graduate Project** The project will be an equivalent alternative to a thesis. Candidates will defend the project before a committee of academic and community examiners. The criteria for examination stipulate that the project must be substantial (the equivalent in terms of research and preparation of a 100 page thesis), must have practical application, must include actual implementation or an implementation plan.

*Prerequisites:* Students must have completed the four graduate courses required for a Master's degree in history, including HIST 700-3.

*Precluded:* HIST 750-12

**HIST 750-12 MA Thesis**

**HIST 799-3 Independent Study** The details of this course will be determined on a case-by-case basis between faculty and graduate students.

## ■ Interdisciplinary

**IDIS 799-12 Thesis**

## ■ International Exchange

### **INTX 688 (3-12) International Exchange Program**

Graduate students register in this course when they have been accepted to participate in a formal international exchange program at one of UNBC's partner institutions.

*Prerequisites:* Completion of at least six credit hours of coursework at UNBC and approval of the graduate supervisor. A student may register in this course more than once for a maximum of 12 credit hours.

## ■ International Studies

### **INTS 640-3 Environment and Development in the Circumpolar North**

Examination of conservation and development issues and experiences in the northern circumpolar countries.

**INTS 642-3 Russian-North American Relations** An investigation of historical and contemporary relations between the Soviet Union and its successors with Canada and the United States.

**INTS 644-3 Russian Foreign Policy** An analysis of the sources of Russian foreign policy and the patterns of external relations, from the Tsarist period to the present.

*Precluded:* INTS 444-3

**INTS 650-3 Pacific Affairs** A detailed study of contemporary issues in the relations between Asia-Pacific nations, including an assessment of regional and subregional institutions.

**INTS 660-3 Issues in Canadian Foreign Policy** A detailed examination of selected problems in Canada's foreign relations.

**INTS 663-3 Canadian-American Relations** A review of the evolution of relations between Canada and the United States.

**INTS 664-3 Canada and the Americas** An examination of issues and problems in Canada's relationship with the countries of North, Central and South America.

**INTS 670-3 International Environmental Policy** An examination of the development and implementation of international environmental policy. Areas of study include the role of knowledge and the international scientific community in the international environmental policy process, the globalization of environmental non-governmental organizations, as well as the activities of the United Nations Environment Program, World Meteorological Organization, and other international institutional actors.

**INTS 679-3 The European Union** An examination of the institutions, policies and problems of the European Union.

*Precluded:* INTS 479-3

**INTS 699-(3-6) Independent Study** This course enables students to read in depth in an area of international studies not normally covered by existing courses in the program. Permission of the graduate advisor and consent of the faculty supervisor is required.

**INTS 700-3 Research Methods** A graduate seminar on quantitative and qualitative methods of social science research.

**INTS 701-3 State of the Discipline** A graduate seminar in which students prepare and present a series of papers concerning theoretical, methodological and instructional issues in International Studies.

**INTS 798-9 MA Project** Professionally oriented paper or project for students choosing the non-thesis option. Proposals for projects and the projects themselves are evaluated by the supervisory committee. An oral defence is required.

**INTS 799-12 MA Thesis**

## ■ Mathematics

### **MATH 602-3 Topological and Normed Linear Spaces**

This course focuses on the properties of topological spaces and normed linear spaces, especially Banach spaces. Topics include inner product spaces, topological spaces, compact and locally compact spaces, classical Banach spaces, linear functionals and dual spaces, topological vector spaces, Hilbert space, orthogonal systems and Fourier series.

*Prerequisites:* MATH 226-3 and MATH 302-3 and MATH 321-3, or permission of the instructor

*Precluded:* MATH 400-3, MATH 402-3, MATH 600-3

### **MATH 603-3 Measure Theory and Integration**

This course focuses on the development and properties of Lebesgue measure and the Lebesgue integral, with generalization to integration in abstract measurable spaces. Topics include outer measure, measurable sets and Lebesgue measure, measurable functions, differentiation of integrals, and the extension of these concepts to more general settings.

*Prerequisites:* MATH 302-3 or permission of the instructor

*Precluded:* MATH 401-3, MATH 403-3, MATH 601-3

**MATH 610-3 History of Mathematics** Topics in history of mathematics will be chosen by the instructor.

*Prerequisites:* permission of the instructor

*Precluded:* MATH 410-3

**MATH 620-3 Structure of Groups and Rings** Advanced course in group theory and ring theory. Homomorphism theorems for groups, rings and R-modules, Sylow theorems, short exact sequences, chain conditions.

*Prerequisites:* MATH 320-3

*Precluded:* MATH 420-3

## **COURSE DESCRIPTIONS: MATHEMATICS**

**MATH 621-3 Field Theory** Topics discussed will include: fields, field extensions, splitting fields, automorphism group, Galois Theory.

*Prerequisites:* MATH 320-3

*Precluded:* MATH 421-3

**MATH 625-3 Mathematical Logic** Introduction of the theory of formal systems and to the theory of recursion. Topics to be chosen from formal proof systems, propositional logic, first-order predicate logic, semantics, and the completeness and compactness theorems.

*Prerequisites:* MATH 320-3 or CPSC 340-3

*Precluded:* MATH 425-3

### **MATH 633-3 Topics in Partial Differential Equations**

An introduction to techniques of applied mathematics with an emphasis on partial differential equations and the modelling of continuous phenomena. Topics should include systems of first-order partial differential equations, systems of conservation laws and discontinuous solutions, variational methods of solution and Green's functions, integral equations and weak solutions, distribution theory, eigenvalue problems, singular perturbation methods.

*Prerequisites:* MATH 333-3 or equivalent

*Precluded:* MATH 430-3, MATH 433-3, MATH 630-3

**MATH 634-3 Topics in Applied Mathematics** An overview of several problems of applied mathematics, and some of the approximation techniques used. Topics may include perturbation theory, random processes and partial differential equations, asymptotic series and asymptotic solution methods, dimensional analysis and scaling, boundary layer theory. Equations in applied mathematics may include examples from continuum mechanics, fluid dynamics, potential theory, oceanography and meteorology.

*Prerequisites:* MATH 333-3 or equivalent

*Precluded:* MATH 431-3, MATH 434-3, MATH 631-3

### **MATH 635-3 Numerical Methods in Differential Equations**

A course in numerical analysis which focuses mainly on the numerical solution of ordinary and partial differential equations. Topics include initial value problems for systems of ordinary differential equations, boundary valued problems for ordinary differential equations, and an introduction to the numerical solution of canonical second-order partial differential equations via finite difference methods.

*Prerequisites:* MATH 335-3 or equivalent

*Precluded:* MATH 331-3, MATH 435-3

**MATH 640-3 Advanced Probability and Statistics** The course will consider the following advanced topics in Probability and Statistics: Limit theorems: laws of large numbers and CLT, Kolmogorov inequality, weak and strong convergence, large deviations, Markov chains with

applications, ergodic theorems, martingales, and martingale methods, extreme value theory and other statistics, estimation of parameters.

*Prerequisites:* permission of the instructor

*Precluded:* MATH 440-3

**MATH 655-3 Graphs and Algorithms** Topics include basic graph concepts, flows and connectivity, trees, matchings and factors, graph colouring, scheduling, planar graphs, algorithms.

*Prerequisites:* MATH 224-3 or CPSC 241-3

*Precluded:* MATH 455-3

**MATH 699-3 Special Topics in Mathematics** The topics for this course will vary, depending on student interest and faculty availability.

*Prerequisites:* permission of the instructor

*Precluded:* MATH 499-3

**MATH 700-3 Topics in Functional Analysis** Topics may include operators on Hilbert spaces, Banach space theory, operator analysis.

*Prerequisites:* permission of the instructor

**MATH 702-3 Functional Analysis II** Topological linear spaces, continuous linear transformations, topologies on the conjugate space, the Banach-Alaoglu theorem, metrizability, quotient spaces, reflexivity, the open mapping, closed graph, and uniform boundedness theorems, classical convergence theorems of integration theory, measures and measurability, Banach algebras.

**MATH 704-1.5 Graduate Seminar in Mathematics** The course comprises weekly seminar sessions. Students will investigate and present ideas and results pertaining to current research in mathematics. The offerings may include presentations of current literature, research methodology, and topics related to students' own research or project work. Students will participate in discussions and critique of the work presented.

MSc students are required to attend and participate in all seminar sessions to obtain credit for the course. This is a PASS/FAIL course. (All MSc students must register in a seminar course twice during their program of studies. It is expected that all MSc students will attend the seminar each semester they are available.)

*Prerequisites:* permission of the instructor

**MATH 705-3 Complex Analysis** Analytic functions, Cauchy-Riemann equations, power series, Liouville theorem, maximum modulus principle, Cauchy's theorem, winding number, calculus of residues, meromorphic functions, conformal mappings, Riemann mapping theorem, analytic continuation.

*Prerequisites:* MATH 600-3 or permission of the instructor

## **COURSE DESCRIPTIONS: MATHEMATICS, MATHEMATICAL, COMPUTER, AND PHYSICAL SCIENCES, NATURAL RESOURCES AND ENVIRONMENTAL STUDIES**

**MATH 720-3 Topics in Algebra and Logic** Topics may include Universal Algebra, Recursion Theory, Model Theory.

*Prerequisites:* permission of the instructor

**MATH 725-3 Topology** Topological spaces, Tychonoff theorem, Tietze extension theorems, Urysohn lemma, compactification, homotopy theory, fundamental group, uniform spaces, knot theory.

*Prerequisites:* permission of the instructor

**MATH 730-3 Topics in Numerical Analysis and Approximation** Topics may include introduction to Approximation theory, Chebyshev systems and orthogonal polynomials.

*Prerequisites:* permission of the instructor

**MATH 731-3 Topics in Applied Mathematics** Topics may include Operations Research, Discrete modelling, Biomathematics.

*Prerequisites:* permission of the instructor

**MATH 790-3 Topics in Geometry** Topics may include introduction to submanifold geometry, Lie groups and symmetric spaces.

*Prerequisites:* permission of the instructor

### **■ Mathematical, Computer, and Physical Sciences**

**MCPS 704-1.5 Graduate Seminar** This course is comprised of weekly seminar sessions and will be offered during both the Fall and the Winter semester. At least one of the course offerings each year will provide students with an opportunity to present ideas pertaining to their research proposals, or the overall research design, methodology and results of a thesis or non-thesis project. The second offering each year may follow a similar traditional seminar format, or may involve a class project related to MCPS. Students are required to attend and participate in all seminars to get credit for the course. Each MCPS Master's student must register in a seminar course twice during their program, however, it is expected that all Master's students will attend the seminar each semester they are available. This is a pass/fail course.

**MCPS 705-3 Research Design and Methods** This course is designed to expose Master's students to a wide variety of research designs and methodology. Topics include: the history of science, nature of research, hypothesis formulation, experimental design, sampling, and analytical approaches to experimental and theoretical studies.

**MCPS 790-12 MSc Thesis** Credit for the MSc Thesis results from the student making a contribution to a science field. It requires that a student undertake original research involving a literature review and the development of a research design and methodology appropriate to the

research problem. The implementation of the research methodology will normally include original investigation and data collection, the analyses and discussion of which will constitute the major part of the completed research thesis. The thesis may involve, but is not confined to, the testing of a specific hypothesis or hypotheses.

**MCPS 791-6 MSc Project** Credit for the MSc Project is given for the completion of an extended position paper, report, plan or program that makes a contribution to, or addresses a major problem issue in a science field. The development of the project requires the application of original thought to the problem or issue under investigation. The non-thesis project does not require the development of a research design or research methodology, and need not involve the collection of original data.

### **■ Natural Resources and Environmental Studies**

**NRES 703-3 Integrated Resource Management** A critical examination of the concepts, policies, and methods for integrating multiple uses and resource values into management of forest and rangeland ecosystems.

**NRES 704-1.5 Graduate Seminar** This course is comprised of weekly seminar sessions and will be offered during both the Fall and the Winter semester. At least one of the course offerings each year will provide students with an opportunity to present ideas pertaining to their research proposals, or the overall research design, methodology and results of a thesis or non-thesis project. The second offering each year may follow a similar traditional seminar format, or may involve a class project related to NRES. Students are required to attend and participate in all seminars to get credit for the course. Each NRES Master's student must register in a seminar course twice during their program, however it is expected that all Master's students will attend the seminar each semester they are available. This is a pass/fail course.

**NRES 705-3 Research Design and Methods** This course is designed to expose all Master's students to common research methodologies and analytical techniques. Topics will include: the nature of research, hypothesis formulation, experimental design, sampling, case study and focus group methodology, and analytical approaches to experimental, quasi-experimental, survey and observational studies.

*Pre-requisite:* an approved undergraduate data analysis course or permission of instructor

**NRES 790-12 Master of Science (NRES) Thesis** The MSc thesis results in a scientific contribution to a traditional science field or to an applied understanding of resources and the environment. It requires that a student undertake original research involving a literature review and the development of a research design and methodology appropriate to the research problem. The implementation of the research methodology will normally include original investigation and data collection, the analyses and discussion of which will

## **COURSE DESCRIPTIONS: NATURAL RESOURCES AND ENVIRONMENTAL STUDIES**

constitute the major part of the completed research thesis. The thesis may involve, but is not confined to, the testing of a specific hypothesis or hypotheses. Required for graduation in the Master of Science (Natural Resources and Environmental Studies stream).

**NRES 792-12 Master of Natural Resources and Environmental Studies Thesis** The MNRES thesis addresses an integrated research problem. It requires that a student undertake original research involving a literature review and the development of a research design and methodology appropriate to the research problem. Implementation of the research methodology will normally include original investigation and data collection, the analyses and discussion of which will constitute the major part of the completed research thesis. The thesis may involve, but is not confined to, the testing of a specific hypothesis or hypotheses. Required for graduation in the Master of Natural Resources and Environmental Studies Thesis option.

**NRES 793-6 Master of Natural Resources and Environmental Studies Non-Thesis Project** The MNRES non-thesis project is an extended position paper, report, plan or program that addresses a major problem or issue relevant to the field of natural resources and environmental studies. The development of the project requires the application of original thought to the problem or issue under investigation, and the framing of that problem within the broader context of natural resources and the environment. The non-thesis project does not require the development of a research design or research methodology, and need not involve the collection of original data. Required for graduation in the Master of Natural Resources and Environmental Studies Non-Thesis option.

**NRES 794-12 Master of Arts (NRES) Thesis** The MA thesis contributes to the understanding of social, political, economic, and/or cultural dimensions of natural resources and the environment. It requires that a student undertake original research involving a literature review and the development of a research design and methodology appropriate to the research problem. The implementation of the research methodology will normally include original investigation and data collection, the analyses and discussion of which will constitute the major part of the completed research thesis. The thesis may involve, but is not confined to, the testing of a specific hypothesis or hypotheses. Required for graduation in the Master of Arts (Natural Resources and Environmental Studies).

**NRES 798-(1-3) Special Topics** This course is intended to fulfill requirements for specialized instruction in any of the disciplines represented in the Faculty of Natural Resources and Environmental Studies. Topics will be chosen depending upon student interest and instructor availability, and topic headings will vary from year to year and from section to section.

### **NRES 799-(1-6) Independent Study**

**NRES 801-3 Integrated Environmental Systems I** This course is an interdisciplinary examination of the biological, chemical, and physical processes of ecosystems. Key sciences to be considered include biology, ecology, physics, chemistry, earth sciences, selected social sciences, and recent developments in systems theory, as well as interactions among the sciences. This course will involve a critical examination of the nature and distribution of components within ecosystems, the processes that govern them, and their relevance to environmental systems. Major issues in natural resource management and environmental studies, such as global climate change, will provide the discussion framework for this class.

*Prerequisites:* admission into the PhD NRES program

**NRES 802-3 Integrated Environmental Systems II** This course exposes the student to the major extant theoretical explanations of human use, valuation, appreciation, and perceptions of the natural environment. Included will be overviews of the role of science in society, market and non-market valuation processes with respect to natural resources, attitude formation, aesthetics and perceptual bases, planning and policy implications, and the driving forces in human uses of natural resources. An important component will be an exploration of the major natural resource issues involving environmental ethics and reasoning.

*Prerequisites:* admission into the PhD NRES program

**NRES 803-3 Integrated Environmental Systems III** This course builds upon students' theoretical work in NRES 801-3 and 802-3. As part of a multi-disciplinary task team, students will work in groups to define, investigate, and find solutions to a real world environmental or resource management issue. The course will require students to use different methodologies and to bring to bear perspectives from the sciences, from ethical systems, from policy and political systems, and from different cultures, including First Nations and visible minorities as well as industrial cultures.

*Prerequisites:* NRES 801-3 and 802-3, admission into the PhD NRES program

**NRES 804-1.5 Graduate Seminar** These seminars are geared toward developing "critical thought" and aim to help candidates respond across a broad spectrum of topics. The seminars will function to generate debate on various (frequently contentious) issues, promote interaction with faculty members and other students across the entire Faculty, and to act as a platform for presentations by the students themselves and invited speakers. Each PhD student must take NRES 804-1.5 at least twice during the course of her/his study, and is expected to give, in the manner acceptable for a conference, two 30 minute presentations. One presentation will be on a topic agreed upon by the student and the course co-ordinator, and the other will be relative to the student's thesis.

*Prerequisites:* admission into the PhD NRES program

## ***COURSE DESCRIPTIONS: NATURAL RESOURCES AND ENVIRONMENTAL STUDIES, NATURAL RESOURCES MANAGEMENT, NURSING***

**NRES 805-3 Environmental Research Methods** (Not required, at the discretion of PhD committee) This course is designed to introduce students to the philosophy of science, and the range of methods that are of increasing importance in environmental research and practice. The first part of the course will focus on scientific methods and design, and the use, function, interpretation, and misuse of biostatistics. The second half of the course will examine the growing use of qualitative methodologies, including focus groups, oral interviews, ethnographic techniques, including their uses, function and misuse.

**NRES 890-12 Thesis Research** The doctoral thesis must stress original research or an original investigation, interpretation or synthesis of existing research.

**NRES 899-(1-3) Independent Research**

### **■ Natural Resources Management**

**NREM 607-3 Natural Resources Planning** Natural resource management planning processes to include crown land and different lease arrangements as well as private land. Inventory, public involvement, implementation, monitoring, and assessing resource values.

*Precluded:* NREM 400-3

**NREM 608-3 Watershed Management** Principles and practices of forest management for protection, maintenance and improvement of water resource values. Effects of land management on quality, quantity and timing of water flow.

*Precluded:* NREM 410-4

**NREM 625-3 Soil Formation and Classification**

Examination of soil formation with emphasis on environmental forces including human activity; distribution and classification of soils in northern and interior BC; correlation of the Canadian system of Soil Classification with international systems such as Soil Taxonomy and FAO/UNESCO Soil Map of the World.

*Precluded:* FSTY 425-3

**NREM 655-3 Biogeochemical processes in soil systems**

Principles, components and measurement of physical, chemical and biological processes in soils. Biogeochemical processes will be related to forest fertility and environmental quality concerns such as pollution of soil and water.

*Precluded:* FSTY 455-3

**NREM 701-3 Agro-Forestry Systems** Agro-forestry systems in a variety of ecological, cultural, and economic settings. Concepts, strategies, and practices of agro-forestry.

**NREM 702-3 Economics of Timber Supply and Demand**

Economic analysis of factors affecting supply of and demand for timber and related forest products. Production criteria of wood processing industries; optimum depletion rates; distance factors; role in regional development; effects of non-timber factors on supply.

**NREM 703-3 Marketing of Forest Products** Strategic analysis of industry structure, competition, and development of national and international markets.

**NREM 710-(3-6) Professional Project** Professional paper or project for non-thesis students. Includes oral and written presentation. Available only to students previously admitted to the MSc (Natural Resources Management).

**NREM 720-12 Research Thesis** Thesis, oral presentation and oral examination of research project results. Required for graduation in the Natural Resources Management thesis option. Available only to students previously admitted to the MSc (Natural Resources Management).

### **■ Nursing**

**NURS 601-4 Advanced Health Assessment** Focuses on diagnostic reasoning and clinical decision-making applied to health history and physical assessment of clients across the life span. Emphasis is on clinical applications in rural and northern settings.

*Prerequisites:* NURS 302-3 or equivalent. Permission of the instructor.

*Precluded:* NURS 460-4

**NURS 612-3 Women and Health** An examination of the health issues of northern women in which a holistic perspective is encouraged. Students will use epidemiological and other research resources to explore general issues as well as specific health concerns.

*Prerequisites:* none. Students from all disciplines are welcome to the course.

*Precluded:* NURS 412-3

**NURS 617-4 Management of Emergent Situations**

Provides theoretical knowledge and practice skills required to manage patients with emergency health problems in northern, remote, or rural settings. Emphasis is on initial stabilization, management and transport of patients requiring emergency care.

*Prerequisites:* NURS 302-3 or equivalent. Permission of the instructor.

*Precluded:* NURS 417-4

**NURS 701-6 Advanced Clinical Practice in Community Health Nursing**

The course will concentrate on the theory of advanced practice for community health nursing and the particular roles nurses carry in these areas. A practicum is required.

**NURS 702-6 Continuing Community Care**

The course will concentrate on the theory of advanced practice for continuing community care nursing and the particular roles nurses carry in these areas. A practicum is required.

## **COURSE DESCRIPTIONS: NURSING, PHYSICS**

**NURS 703-3 Health Program Development and Evaluation** The nursing graduate course above will build on the community health and primary care strengths that are being developed in the collaborative undergraduate curriculum.

### ■ **Physics**

**PHYS 600-3 Quantum Mechanics II** Continuation of Quantum Mechanics I. Covers: matrix formulation, perturbation theory, approximation methods, scattering theory, many-particle problems, identical particles, spin and statistics, atomic and molecular systems.

*Prerequisites:* PHYS 302-3 or equivalent or permission of the instructor

*Precluded:* PHYS 400-3

**PHYS 604-3 Solid State Physics** Physics of the solid state of matter. Covers: theories of metals, crystal lattices, reciprocal lattice, periodic potentials, electron dynamics, band structure, conduction in metals, phonons in metals, semiconductors, diamagnetism and paramagnetism, superconductivity.

*Prerequisites:* PHYS 302-3 or equivalent or permission of the instructor

*Precluded:* PHYS 404-3

**PHYS 606-3 Subatomic Physics** Properties and structure of subatomic particles, symmetries and conservation laws, electromagnetic, weak, and hadronic interactions, beta decay, alpha decay, gamma decay, models of nuclear structure, nuclear reactions, fission, fusion, quarks and hadron spectroscopy.

*Prerequisites:* PHYS 302-3 or equivalent or permission of the instructor

*Precluded:* PHYS 406-3

**PHYS 607-3 Statistical Mechanics** Kinetic theory of gases, laws of thermodynamics, probability theory, probability distributions, equilibrium statistical ensembles, ideal gases, phase transitions, critical phenomena, quantum statistics.

*Prerequisites:* PHYS 302-3 or equivalent or permission of the instructor

*Precluded:* PHYS 407-3

**PHYS 609-3 Mathematical Methods in Physics** A survey of the methods and techniques involved in the formulation and solutions of physics problems. Topics include matrix algebra and group theory, eigenvalue problems, differential equations, functions of a complex variable, Green's functions, special functions, Fourier series, integral equations, calculus of variations, and tensor analysis.

*Prerequisites:* permission of the instructor

*Precluded:* PHYS 409-3

**PHYS 710-3 Advanced Quantum Mechanics** Review of quantum mechanics including operators, linear vector spaces, Dirac notation; density operator; angular momentum; spin; and rotation groups; addition of angular

momentum; symmetries and conservation laws; identical particles; time-dependent and time-independent perturbation theory; scattering theory; interaction of radiation with matter; introduction to relativistic quantum mechanics; special topics.

*Prerequisites:* permission of the Chair/Instructor

**PHYS 720-3 Condensed Matter Physics** Theory and application of solid state physics to macroscopic and microscopic phenomena in materials. Topics to be chosen from the following: review of crystal lattices, unit cells, reciprocal lattice, Bloch theorem; free and nearly free electron models, tight binding model; band structure and Fermi surfaces, electron dynamics, scattering; metals, semiconductors and insulators; phonons, phonon bandstructure, scattering; diamagnetism, paramagnetism, ferromagnetism, magnetic ordering and scattering; heterostructures, quantum Hall effect; topics in surface physics (surface states, work function, reconstruction); topics in superconductivity (Type I & Type II, flux quantization, Josephson Effect, BCS Theory, high-temperature superconductivity).

*Prerequisites:* permission of the Chair/Instructor

**PHYS 730-3 Advanced Nuclear Physics** Topics to be chosen from the following: properties of nuclei, the nuclear force and the two-nucleon system; nuclear structure; nuclear models; the collective model; many-body basis states; Hartree-Fock Hamiltonian; spherical and deformed shell model; nuclear excitation and the electromagnetic transition; weak interaction and beta-decay; alpha decay; nuclear fission; thermonuclear fusion; nuclear reactions; compound nucleus formation; direct reactions; the optical model; intermediate energy nucleon-induced reactions; electron- and photon-induced reactions; meson-nucleon and meson-nucleus reactions; heavy-ion reactions.

*Prerequisites:* permission of the Chair/Instructor

**PHYS 740-3 Elementary Particle Physics** Topics to be chosen from the following: quarks, leptons and the standard model; symmetries and conservation laws; Dirac equation and the Dirac field; gauge invariance and gauge theories — Quantum Electrodynamics; phenomenology of hadronic interactions, strong interaction, SU(3), and the quark model; other quark flavours — charm and beauty; principles of Quantum Chromodynamics; the weak interaction and parity non-conservation, invariance under CP and T; the heavy gauge bosons and the electro-weak theory; CP-violation; grand unification, supersymmetry; superstrings, particle physics and cosmology.

*Prerequisites:* permission of the Chair/Instructor

**PHYS 798-3 Advanced Topics in Physics** This course covers topics of current interest in physics research, which vary from year to year.

*Prerequisites:* permission of the Chair/Instructor

**■ Political Science**

**POLS 600-3 Classics in Political Theory** A close analysis of classic treatise in political theory from antiquity to the present. Texts will vary on a yearly basis.

*Prerequisites:* POLS 204-3, 300-3, or permission of instructor

*Precluded:* POLS 400-3

**POLS 601-3 Resource Politics** An examination of the roles which natural resources and the environment have come to play within the contemporary political system. Emphasis on Canada and British Columbia.

**POLS 602-3 Canadian Public Policy** Systematic examination of current policy issues with particular attention to topics related to communications, transportation, technology and BC's position in Canada.

**POLS 603-3 Social and Health Policy and Administration** The evolution of social and health services in Canada in a comparative context. The provision of public services, federal-provincial relations and the development of community health and social services.

**POLS 605-3 Politics of Democratic Transition** A comparative analysis of the challenges of political, economic and social transition in post Communist Europe.

**POLS 608-3 Business-Government Relations** Government and politics together make up one of the most important variables that business faces in a modern economy. Problems examined include the regulatory process, tax policy administration, labour relations law, lobby practices, and local building codes. These questions and others relating to the appropriate role of the modern state in the economy constitute the major concerns of this course.

**POLS 612-3 Aboriginal-State Relations** A comparative study of relations between modern states and aboriginal peoples, and the quest by aboriginal peoples for self-determination.

*Prerequisites:* POLS 202-3 and upper division standing or permission of the instructor

*Precluded:* POLS 412-3

**POLS 613-3 Democracy and Human Rights** A comparative examination of political transformation with a focus on prospects for more democratic systems, links between economic and political change, and differing conceptions of human rights. Case studies will be drawn from various countries.

**POLS 614-3 Comparative Federalism** A comparative examination of the theories, development, and problems of federalism in countries such as Russia, Canada, Germany, United States, Australia and Switzerland.

**POLS 615-3 Comparative Northern Development** An examination of the strategies and challenges of northern development, including political administration, resource development, the environment and indigenous peoples in Russia, Scandinavia, Alaska and Canada.

**POLS 630-3 Comparative Self-Government** A comparative study of theories and practices of local and regional self-government around the world.

*Prerequisites:* upper division standing and POLS 200-3, POLS 202-3

*Precluded:* POLS 430-3

**POLS 634-3 Resource Communities in Transition** An examination of issues facing rural, remote and northern resource communities across Canada. It compares issues across Canada's provincial norths as well as has a specific focus on northern British Columbia. Issues discussed include, among other things, the economic realities of globalization; the issues of identity for resource communities; and the issue of urban policy decision processes on rural, remote and northern regions.

*Precluded:* POLS 434-3, POLS 601-3

**POLS 672-3 Contemporary Theories of Political Community** A comparison of contemporary philosophical approaches to the basic questions of politics: Who are we and how should we live together?

*Precluded:* POLS 472-3

**POLS 702-3 Scope and Methods of Political Science** A graduate seminar which examines major considerations in doing quantitative and qualitative methods of social research and explores critical, theoretical, and other methodological issues in the discipline.

**POLS 704-3 Independent Study** The details of this course will be determined on a case-by-case basis between faculty and graduate students.

**POLS 799-12 Master's Thesis** The MA thesis should pose and attempt to deal with a significant public question in a way that demonstrates critical thinking, an understanding of the relevant literature, and the ability to conduct systematic research. This should be accomplished within the limits of 20,000 - 25,000 words. In preparation for the thesis, a research proposal is to be drafted (in consultation with the faculty) and submitted for discussion and approval to a committee of three persons appointed by the Program Chair.

## ■ Psychology

**PSYC 600-4 Quantitative Methods I** The course will emphasize linear statistical models involving one response variable (i.e., univariate methods). If time permits, logistic regression will be introduced. The laboratory component of the course will focus on the use of a statistical package to produce results. Examples will be drawn from the health and human sciences, broadly defined.

*Prerequisites:* an undergraduate course in research methods and data analysis or permission of the instructor

**PSYC 605-4 Quantitative Methods II** The course will consider statistical models involving multiple response variables (i.e. multivariate methods). The course will cover: MANOVA, discriminant functions analysis, repeated measures designs, principal components analysis and an introduction to factor analysis. If time permits, loglinear models will be introduced. The laboratory component of the course will focus on the use of a statistical package to produce results. Examples will be drawn from the health and human sciences, broadly defined.

*Prerequisites:* PSYC 600-4 or equivalent

**PSYC 610-3 Cognitive Neuroscience** This course provides exposure to major and emergent issues in the study of brain and behaviour relationships. The focus of the course is the theoretical and physiological basis of neuropsychological processes.

**PSYC 615-3 Social Psychology** Advanced study of social psychology and social cognition. This course provides exposure to major current issues in the study of social behaviour. Topics of special relevance to the social problems of the north will be considered.

**PSYC 620-3 Health Psychology** An advanced seminar in health psychology, dealing with such areas as psychosocial epidemiology, stress and its management, social factors and health, behavioural risk factors for chronic disease and disability, and intervention programs based on behavioural change.

**PSYC 631-3 Psychopathology** Historical and current approaches to the study of behaviour disorders and problems of life adjustment, including critical evaluation of empirical findings in selected areas. Classification systems, including the current revision of the APA Diagnostic and Statistical manual, will be critically reviewed.

**PSYC 635-3 Cognition and Learning** Advanced study of cognition and cognitive processes.

**PSYC 645-3 Developmental Psychology** Advanced study of human development from infancy through adulthood.

**PSYC 690-12 Master's Thesis** An original, empirical research project.

**PSYC 712-3 Independent Research** Allows an MSc student to conduct research under the supervision of a faculty member.

**PSYC 720-3 Cross-Cultural Communication in Health Care Settings** This course focuses on communication (including information transmission and interactive processes) between health professionals and people of differing cultural backgrounds. Issues examined include gaps in health perceptions between service providers and diverse groups, barriers within, and proposed changes to, the health care system.

**PSYC 725-3 Cognitive Neuropsychological Assessment** This course provides exposure to the assessment of cognitive neuropsychological functioning. Emphasis is placed on providing practical hands-on experience in the administration and scoring of commonly used tests of mental status, depression, achievement, memory, and/or intelligence. Also included is an introduction to fundamental measurement concepts and ethics.

*Prerequisites:* permission of the instructor.

*Precluded:* PSYC 625-3

**PSYC 726-3 Personality Assessment** This course provides exposure to standardized procedures for the evaluation of personality. Emphasis is placed on administration, scoring, and interpretation of objective tests of personality. Also, included is an overview of the history and theories of personality assessment, psychometrics, responsible test use, and current controversies.

*Precluded:* PSYC 625-3

**PSYC 730-3 Psychological Interventions** An advanced seminar on the application of psychological procedures to the change of human social, emotional, behavioural and personality functioning.

*Precluded:* PSYC 630-3

**PSYC 740-3 Ethical and Legal Issues in Psychology** An advanced seminar focused on scientific and professional, ethical and legal issues.

*Precluded:* PSYC 640-3

**PSYC 750-(3-6) Special Topics in Advanced Psychology** Advanced study in specific substantive areas. Topics may include aging, communication theory, cross-cultural issues, emotion, gender, health promotion, history and systems, and so forth. Topic area will be noted on transcript.

*Precluded:* PSYC 650-3

**PSYC 760-3 Research Practicum** The research practicum will focus on the acquisition of technical skills and practical research experience. Students will be expected to demonstrate the use of experimental methods consistent with their career goals. They will have the opportunity to develop and demonstrate their skills in individual research laboratories in psychology.

*Prerequisites:* PSYC 600-4 and permission of the instructor

*Co-requisite:* PSYC 605-4

**PSYC 770-(3-6) Fieldwork Practicum** Supervised exposure to applied psychology practice. Includes observation of applied psychology, supervised practice of assessment and/or intervention techniques, participation in case supervision, and attendance at case conferences.

*Prerequisite:* permission of the instructor

### **PSYC 800-2 Graduate Seminar I**

**PSYC 801-2 Graduate Seminar II** The graduate seminars are geared toward developing critical thinking skills and aim to help students evaluate a broad spectrum of topics. The seminars will function to generate debate on key issues, promote interaction with faculty members and other students in the program, and to act as a context for presentations by the students. Each student is expected to give, in a manner acceptable for a national or international conference presentation, one presentation in each of the two semesters of enrolment.

### **PSYC 805-3 Advanced Topics in Quantitative**

**Psychology** This course is designed to introduce students to advanced topics in quantitative psychology. The course content may vary from year to year and will be determined, in part, by program requirements. Some possible topics are: (a) quasi-experimental design and field studies, (b) factor analysis and structural equation modeling, (c) loglinear modeling and logistic regression, (d) signal detection theory, (e) scaling, (f) psychometric theory, or (g) nonparametric statistics. Examples will be drawn from the health and behavioural sciences, broadly defined.

*Prerequisites:* PSYC 600-4 and PSYC 605-4, or permission of the instructor

**PSYC 812-3 Independent Research** Allows a PhD student to conduct research under the supervision of a faculty member.

**PSYC 860-6 Research Practicum** The research practicum will focus on the acquisition of technical skills and practical research experience. PhD students will be expected to demonstrate the use of experimental methods consistent with their career goals. They will have the opportunity to develop and demonstrate their skills in individual research laboratories in psychology.

*Prerequisites:* enrolment in PhD program and permission of the instructor

**PSYC 890-12 PhD Dissertation** An original, empirical research project.

## ■ **Resource Recreation and Tourism**

**RRT 608-3 Social and Behavioural Dimensions of Recreation and Tourism** Examines individual and social factors that shape personal perception, experience and behaviours in a recreation and tourism setting.

*Precluded:* RRT 408-3

**RRT 610-3 Research and Analysis in Recreation and Tourism** This course examines contemporary research in resource recreation and tourism, with special emphasis on the critical review of methodologies, adaptive techniques and theoretical foundations and models.

*Precluded:* RRT 410-3

**RRT 612-3 Issues and Trends in Resource Recreation and Tourism** This seminar examines current issues and problems in resource recreation and tourism, and explores philosophical, historical and contemporary trends and issues in resource recreation, parks and tourism. The future outlook for management, administration and utilization of recreation and tourism resources in BC will be examined.

*Precluded:* RRT 412-3

**RRT 613-3 Visitor Management** Theories and applications in the various aspects of visitor management in relationship to wildlands and other natural resource areas. Visitor behaviours, expectations, and motivations for visiting natural landscapes will be covered.

*Precluded:* RRT 413-3

## ■ **Social Work**

### **SOCW 600-3 Social Work and Community Data Analysis**

This course uses the Social Administration framework of the MSW program. Students will be introduced to existing data bases and will be taught a wide range of computer applications and software packages that are particularly useful in community based social work practice, policy and advocacy in northern regions and communities. This course extends throughout the MSW year and will also integrate qualitative and participatory research approaches.

### **SOCW 601-3 Issues in Northern/Remote Social Work**

Current Issues in Northern and Remote Social Work Policy and Practice unravels, explores and analyzes the linkages between community issues, personal presenting problems and global, national and regional historical, economic and social developments. It focuses on public issues and personal problems as they affect different demographic groups and First Nations populations that live in the central and interior of British Columbia. This course aims to formulate changes in social work practice and policy that gives a greater voice to the consumers of welfare and the social and personal services of the welfare state.

## **COURSE DESCRIPTIONS: SOCIAL WORK**

### **SOCW 602-3 First Nations: Adv Social Work Practice**

First Nations: Advanced Social Work Practice investigates conceptual, policy and practice issues that will help professionals in the human services develop an appropriate role for social work in indigenous cultures. Government and legal processes, values, economic factors, policies and practices will be examined. Issues such as racism, the position of women and children in relation to reserve, town and city life, autonomy, integration, underdevelopment and the transfer of social services to First Nations will be addressed.

### **SOCW 603-3 Women: Policy/Practice Issues**

Women and Human Services: Critical Issues in Policy and Practice explores the historical nature of the role of women and women's struggles in Canada with particular focus on the role of women in northern, remote and First Nation communities. The exploration also includes a review of feminist perspectives and the meaning and application of feminist practice for social work in the areas of policy, research, counselling and direct service. The course draws on interdisciplinary knowledge and will provide the opportunity to analyze and debate the social and political forces which have shaped the condition of women in social work in particular and in human services generally. While gender relations are the focus, they will be analyzed as they intersect with race, class, ability, sexual orientation, aging, and so on.

### **SOCW 604-3 Directed Readings/Electives**

Directed Readings and Electives enables students to undertake an independent reading course in an area that fits a chosen MSW research/policy/practice concentration. Another option is to pursue an elective that fits a chosen MSW concentration from courses offered in other Faculties at UNBC. Normally students will take a maximum of one Directed Reading and Elective.

### **SOCW 605-3 Comm Work/Politics of Change**

Community Work and the Politics of Change is based on theories of social change and interactive problem solving skills with groups and communities is the main focus of this course. Critical analysis of selected field experiences will be examined in relation to the values of participatory democracy, co-operation, empowerment, mutual aid and a social justice vision of genuine community. Issues to be examined include developing grass roots leadership, valuing undervalued persons and building a community culture of hope. The methods of popular education, participatory action research and other forms of qualitative research directed to the politics of change will be examined.

**SOCW 606-3 Clinical and Practice I** Within a family therapy context, this course will focus on counselling practice skills and theory incorporating issues that make up the northern BC social and economic context. This course will involve a comparison of theories and practices such as casework, brief treatment models, family systems, behavioural, structural, cognitive and feminists perspectives that have a bearing on contemporary approaches in clinical

social work. While the focus is on clinical practice, SOCW 606-3 weaves clinical issues with other practice issues, social policy and social work research.

**SOCW 607-3 Clinical and Practice II** This course focuses on advanced counselling skills and practice knowledge suitable for psychosocial interventions. Methods of interventions with individuals, families and groups are examined with an emphasis in areas such as addictions, fetal alcohol syndrome, mental health and self-help and mutual aid. The course compares traditional clinical methods with methods of therapy and intervention suggested by feminist and structural social work theory.

**SOCW 609-3 Advanced Quantitative Research** Advanced Quantitative Research in Social Policy and Social Work Practice covers a range of quantitative methods, research designs, statistical analyses and measures. The course explores social policy and social work issues in comparative, national and provincial contexts and links measures, methods and analyses to current issues and debates in social work policy and practice. The course prepares students with the research tools necessary to undertake their thesis and/or practicum projects.

**SOCW 610-3 Addictions and Mental Health** Alternative Approaches in Social Work Practice: Addictions and Mental Health will introduce and explore a variety of techniques in expressive arts, movement and process oriented therapeutic approaches in working with individuals, couples, families and groups. Themes and exercises will focus on addictive behaviours, mental health and wellness. Exercises will be interwoven throughout the course. These will incorporate the materials taught and will provide students with the opportunity to practice the different techniques examined in this course.

**SOCW 613-3 Clinical Social Work Practice** Critical analysis of psychotherapy and counselling, particularly by women and ethnic/racial minorities has had an influence on how psychotherapy is organized and how values are expressed. Psychotherapy and counselling have also been influenced by the reality of restructuring in health care, education and social services. Social workers have been faced with the challenge of delivering service in environments that are increasingly restrictive. These developments have encouraged the implementation of new therapeutic approaches which emphasize brevity, respect for clients, client strength and collaborative approaches to problem solving. This course explores clinical practice within this context with emphasis on issues that pertain to northern British Columbia. The course requires critical analysis as well as practice skills.

**SOCW 614-3 Social Work/Postmodern Debates** Social Work and the Postmodern Debates surrounding postmodernity are contesting prevailing value systems and dominant ideologies of western society. The politics of postmodernism have been taken up in the social sciences and humanities—how they are affecting social work discourse, policy and practice will be the focus of this course.

**SOCW 615-3 Multi-Cultural Social Work Practice**

Social Work Practice In a Multi-Cultural Context is to prepare students for work with various ethnic and racial minority clientele. Topics include: the impact of formal and informal social policies and institutions on the well-being of minorities; the relationship between cultural norms and social work practice. Opportunities for experiential learning in the classroom and community settings allow students to interact with selected cultural groups.

**SOCW 620-3 Policy Making/Human Services Policy**

Making and Human Service Administration will examine the formation and impact of social policy in a variety of areas (such as the pension debate, unemployment insurance reforms, criminal law reform, welfare reform and the personal social services). Socio-political, economic and international forces shaping policy-making will be identified. It will provide students with an opportunity to apply classic and current organization theory to social services administration. The areas under examination include: current problems and issues in social service administration; the impact of hierarchical and bureaucratic structures on social work practice with an emphasis on state social work; and the impetus for organizational changes. Theory and research on the role of the professional worker within the state sector, case materials and students' practice experience will form the basis for discussion.

**SOCW 621-3 Comparative Welfare Analysis**

Comparative Social Welfare Analysis provides a critical introduction to comparative social policy. Its main theme is to show how the welfare systems of individual countries can only be understood through exploring the wider international context. Particular attention is paid to the interactions between family policies and issues of race and gender, and to the processes by which individuals or groups are given or denied access to full welfare citizenship. Topics include: principles of comparative studies; models of welfare; welfare convergence versus divergence; welfare regime analysis; crisis of the welfare states; and the impact of welfare states.

**SOCW 622-3 Hunger/Welfare/Food Security**

Hunger, Food Security and Social Policy will examine the issue of hunger and food insecurity in Canada and other advanced industrial societies and will explore competing approaches to achieving food security in terms of the politics of welfare in local, national and international contexts. Topics will include: issues in the definition and measurement of hunger; social and economic consequences; responses of the state and civil society including the role of food banks and non government organizations; food security as a human rights issue and the role of domestic and international legislation; and the contribution of the health, welfare, education, environment, agriculture and food policy sectors in achieving food security.

**SOCW 630-3 Communication Skills** This course is an introductory course that aims to increase skills and analysis in the diverse cultural settings that are appropriate to social work among First Nations and remote, northern and rural

communities. Learning to recognize the contradictions in people's experiences and to maximize the possibilities, resources and strengths in their lives are critical aspects of a social worker's practice. Emphasis on integration of interpersonal and analytic skills in learning effective helping strategies within a structural framework that acknowledges the influence of class, race and gender in shaping personal and social well-being. This course includes a Skills Laboratory.

*Prerequisites:* admission to the Two Year MSW program

*Precluded:* non-admitted students to the Social Work program

**SOCW 631-3 Critical Social Work Practice** This course critically examines the historical origins, value, methods and applications of various social work practice approaches. With an emphasis on structural, feminist, and First Nation social work strategies, the focus includes the application of these approaches to women, minority groups, First Nations, and residents of northern and remote communities. These will be contrasted with other models of social work practice including general systems theory, ecological theory, and case management.

*Prerequisites:* admission to the Two Year MSW program

*Precluded:* non-admitted students to the Social Work program

**SOCW 632-9 MSW Practicum I**

This field placement requires students to perform in a social work role or organizational setting three days per week through the Fall and Winter terms. Field education will provide students with an opportunity to enhance and refine their social work skills. As much as possible, the assigned field education setting will broadly match the particular type of social work experience that the student wishes to pursue.

*Prerequisites:* admission to the Two Year MSW program

*Co-requisites:* SOCW 636-6

*Precluded:* non-admitted students to the Social Work program

**SOCW 633-3 Critical Social Policy**

This course examines the development of social policy in Canada, including current debates from conventional and critical perspectives inviting students to consider the relationship between research, policy and social work practice. The course will review ideologies of social welfare policy, its formulation and implementation and consequences for people in need. Policy formulation will be analyzed from a critical perspective that examines the role of power and privilege in the construction of social policy. Alternative social arrangements and models of policy and practice will be explored.

*Prerequisites:* admission to the Two Year MSW program

*Precluded:* non-admitted students to the Social Work program

**SOCW 634-3 Social Work Research/Policy/Practice** This course introduces research methods and analysis techniques that are used to examine issues in the policy and practice of social work and social welfare. It reviews qualitative and

## **COURSE DESCRIPTIONS: SOCIAL WORK**

quantitative approaches with an emphasis on community needs research, participatory research and the development of interview schedules and questionnaires. The methods examined in this course will be linked to substantive policy and practice issues that reflect the economic, social and personal circumstances of people and communities in northern, remote and First Nation communities.

*Prerequisites:* admission to the Two Year MSW program

*Precluded:* non-admitted students to the Social Work program

**SOCW 635-3 Social Work Philosophy and Ethics** This course critically assesses the ethical issues involved in carrying out the tasks of social work practice, policy and research. Using the Social Work Code of Ethics as a starting point, these practice, policy and research roles are considered in the context of northern and remote social work. The course reviews different theoretical approaches to social work.

*Prerequisites:* admission to the Two Year MSW program

*Precluded:* non-admitted students to the Social Work program

**SOCW 636-6 Advanced Practice Methods** This course is designed for graduate students who have worked in social work practice settings but who have not had formal social work training. The historical and cultural development of social work practice models will be surveyed with emphasis on contemporary models of practice such as anti-oppressive practice, constructivism, feminist practice, First Nations practice approaches and structural practice. Key components of practice such as assessment, intervention planning, advocacy, organizing, recording, confidentiality, evaluation, case management, interdisciplinarity and termination will be studied.

*Prerequisites:* admission to the Two Year MSW program

*Co-requisites:* SOCW 632-9

*Precluded:* non-admitted students to the Social Work program

**SOCW 651-3 Legal Issues for Women** This course offers students an overview of constitutional, case and statutory law relating to current women's issues. With an emphasis on the application of Canadian law as it relates to issues facing social workers, the course examines the implications, to women, of recent changes in constitutional law (e.g. equality provisions in the Charter of Rights and Freedoms), marital and property laws (e.g. child custody and maintenance), and civil and criminal laws (e.g. issues of sexual harassment, sexual assault, wife assault).

**SOCW 698-3 Special Topics** This course number designation will be available to permit faculty to offer courses in areas of specialization.

*Prerequisites:* Graduate standing

**SOCW 700-9 MSW Thesis** Students taking this route will register for a thesis leading to a written report of high academic quality that demonstrates mastery of the field specified and an ability to undertake research. The thesis may be based on research about models of advanced practice, policy and/or evaluation in the thematic areas of the MSW program.

**SOCW 701-3 Thesis Practicum** This field placement requires students to perform in a social work role or organizational setting two days per week through the Fall term. Field education will provide students with an opportunity to enhance and refine their social work skills and focus on an area of particular interest.

*Prerequisites:* admission to the MSW program

**SOCW 703-6 MSW Project** Students are asked to select and analyze in depth a case which can be drawn from previous employment or a practicum or as determined by the Social Work program. The efficacy of the case must be approved by the Supervisory Committee. The case materials can be drawn from practice, policy, administration, or research. They may be clinical, policy-focused, or related to community development or social planning. The case analysis will be presented as a formal report. The case study analysis will be examined in two parts: as a written report and through an oral defence. The approval of the Supervisory Committee must be obtained prior to the oral defence. Depending on individual circumstances, a practicum may be required of some students.

**SOCW 704-3 MSW Integrative Seminar** MSW Thesis/Practicum/Project Proposal Development/Integrative Seminar has two dimensions. One is the focus on the relationship between theory, ideology, policy and practice in the study of social welfare. Its objective is to enable students to acquire, develop and apply analytical approaches to the social policy. The second dimension focuses on the development of thesis/practicum/project proposals. Students are encouraged to use theoretical approaches in the formulation of the MSW research for thesis, practicum and project. It examines the steps used in the development of thesis, practicum and project proposals. It gives the students an opportunity to present their proposals and thesis/practicum/project plans with other students and faculty.

**SOCW 732-6 MSW Practicum II** This field placement requires students to perform in a social work role or organizational setting three days per week through the Fall and Winter terms. Field education will provide students with an opportunity to enhance and refine their social work skills and focus on an area of particular interest. Students should be placed in an agency or organizational setting that matches their specific learning needs.

*Prerequisites:* admission to the MSW program

# Regulations and Policies

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## ■ Guidelines for Student Conduct

### Statement of Principles

The University of Northern British Columbia acknowledges that students have the right to work, learn and socialize in a supportive, safe and healthy environment.

The University of Northern British Columbia is committed to developing a sense of community that is dedicated to creating a working and learning environment of the highest quality, one which is characterized by mutual respect, consideration, social and moral development of its members, free from harassment, discrimination and any form of disruptive behaviour or violence.

The University of Northern British Columbia understands and recognizes that students have responsibility for:

- taking full advantage of education, training and services offered;
- their conduct, either individually or in a group;
- conducting their activities in a manner compatible with the University's commitment to creating a safe and supportive working and learning environment;
- respecting and treating members of the University community without discrimination, harassment, intimidation, physical or psychological abuse;
- respecting University property and the property of members of the University community;
- respecting University regulations and the exercise of legitimate authority;
- respecting due process, including the avenues of redress and appeals as stated by the University;
- informing themselves about University policies and procedures; and
- participating in the governance of the University.

### Definition

University community includes members of: the student body, faculty, staff, administration, Board of Governors, and Senate.

### Purpose

The purpose of this policy is:

- to define the basic Code of Conduct for students as members of the University community;
- to establish policies and procedures that will determine actions to be taken in the event of unacceptable, disruptive, threatening or violent behaviour;

- to ensure support of an environment that is conducive to personal and intellectual development and individual safety; and
- not to be interpreted to preclude peaceful gatherings, peaceful demonstrations or free speech.

### Prohibited Conduct

Prohibited conduct includes, but is not limited to:

- intentionally or recklessly creating situations which endanger or threaten the health, safety or well-being of another individual;
- involvement in disruptive actions (e.g. disorderly conduct, which includes physical or verbal abuse of another person; abusive, indecent, profane or vulgar language; obscene actions; disrespect for the rights and privileges of others; and/or uttering threats);
- harming, injuring or threatening any person on campus or in attendance at University classes, activities or functions;
- harassment or discrimination of any person at the University (*please refer to the University Harassment and Discrimination Policy*);
- committing unlawful acts during activities organized or sponsored by the University and the University community;
- impeding or disrupting teaching, research, administration, disciplinary proceedings, public service functions and other authorized University functions;
- possessing and/or selling illegal drugs or narcotics on campus;
- misappropriating, converting, destroying, permanently defacing or otherwise damaging University property, resources or the property of others;
- possessing University property or property of other University Community members without proper consent and authorization;
- forging, falsifying, misusing or altering any University document or record in paper and electronic form;
- obtaining any University equipment, material or service by fraudulent means;
- possessing or using intoxicating beverages in areas other than those given specific authorization by the University's Liquor Policy;
- possessing or using firearms, knives, fireworks or other dangerous weapons on campus (*please refer to the University policy on firearms and dangerous weapons*);
- entering or remaining in any University building, facility, room or office without proper authority;

## **REGULATIONS AND POLICIES**

- allowing others to enter and remain in areas designated for faculty, staff or students without proper authorization;
- failing to comply with reasonable directions of University officials or security officers acting in performance of their duties on campus or affecting conduct on campus;
- aiding, abetting or acting as an accomplice in the enactment of any of the foregoing activities; or
- any other conduct which is not in keeping with reasonable University standards.

### **Procedures**

- In the event that the conduct or behaviour of a student is believed to be of immediate danger to a member of the University community, security is to be called immediately.
- Any member of the University community may initiate a complaint about a student's misconduct or of a misconduct that has been witnessed such as listed in this code of student conduct policy. Student misconduct or discipline concerns should first be addressed by the Faculty, Chair and Dean.
- A complaint of a misconduct by a student shall be made in writing to the Director, Student Services. Complaints shall be submitted in a timely fashion after the incident.
- Complaints that overlap with other specific policies and procedures will be addressed under the specific policy and then may be forwarded to the persons responsible for addressing complaints. For example, specific policies govern harassment, liquor, firearms and dangerous weapons, security, and conduct in residence.
- A written complaint should include, but is not limited to: the name of the student or a description of the student; the specific nature of the infraction, (e.g. exact language used, clear details of behaviour exhibited; the time; date(s) and location of the incident(s)).
- Except where the complaint should more appropriately be addressed under another specific policy, the complaint will be investigated by the Director, Student Services or designate.
- The investigation will first determine if the complaint has merit and/or can be settled by mutual consent of the parties involved. Whenever possible an appropriate resolution will be sought. If an informal resolution is reached, the resolution will be final and there shall be no further proceedings.
- If the complaint cannot be resolved informally or if the Director, Student Services deems that it is not appropriate for the complaint to be so resolved, an in-depth investigation involving the complainant, respondent (if any) and witnesses will be conducted.

- Upon completion of the investigation, the Director, Student Services or designate, will recommend to the President action to be taken and inform all appropriate parties.
- Discipline may include, but is not limited to:
  - a) written warning to be placed in student's file;
  - b) probation;
  - c) payment for damages to University property;
  - d) fines;
  - e) discretionary penalties, work assignment, service to the University;
  - f) suspension;
  - g) expulsion; and
  - h) any other action deemed appropriate in the circumstances.
- Any discipline taken by the President may be appealed to the Senate Committee on Student Discipline Appeals.
- A written notice of appeal, stating the reasons for the appeal, must be received by the Secretary of Senate within 15 working days of the decision being appealed.
- The Secretary of Senate will inform the respondent and the Chair of the notice of appeal in writing and schedule a meeting with the Senate Committee on Student Discipline Appeals.

## **Academic Appeals Policy and Procedures**

### **Purpose of Academic Regulations**

UNBC is committed to high academic standards as well as to assisting students to achieve their educational goals.

These academic regulations have been adopted to provide a structure to guide students and faculty to:

- inform students when their performance is less than satisfactory;
- prevent students from continued registration in classes if unsatisfactory performance continues; and
- permit students to resume studies after a specified time, if their academic performance has improved at another institution or the causes of the previous unsatisfactory work have been rectified.

## ■ Academic Offenses

### Academic Offenses

Any conduct that violates the ethical or legal standards of the University, particularly those related to academic honesty, is a serious offense. Informal means to resolve complaints of academic dishonesty may be used. A student may seek resolution of a complaint of academic dishonesty at the level of Instructor, Program Chair and/or College Dean. If such 'informal' resolution is unsuccessful or inappropriate, an impartial committee, the Senate Committee on Academic Appeals, will provide for complete examination of the complaint or allegations. The minimum sanction for an academic offense includes reprimands and reduction of grades; the maximum sanction is expulsion from the University (*see Sanctions*). Such offenses include, but are not limited to the following:

- **Plagiarism** When doing research, we move around among other people's ideas. A problem arises when we come to express our own synthesis of these ideas, because "ideas, as well as the expression of those ideas, are considered to belong to the person who first puts them forward. Therefore, when you incorporate in your paper either ideas or phrasing from another writer, whether you quote directly or indirectly, you need to indicate your source accurately and completely." (Slade *et al.* 1994: 55) If you don't, you are guilty of plagiarism. The word actually derives from the Latin *plagiarius*, a kidnapper. (*The American Heritage College Dictionary* 1044) Plagiarism is "the act of using and passing off as one's own the ideas or writings of another." It includes submitting the work of another, using citations which have been designed in order to mislead the reader as to the nature or authenticity of the source. Complete plagiarism involves an entire essay or form of creative work of another, from whatever source (including the World Wide Web) being copied and presented as original work. Unless prior written and signed permission is obtained, submitting the same essay, paper or other term work for credit in more than one course constitutes a similar situation to complete plagiarism.
- Note: Slade, Carole, et al. *Form and Style*. 9th edn. Boston: Houghton Mifflin, 1994.
- **Cheating** Attempting to gain unfair advantage during academic evaluation takes numerous forms and includes, but is not limited to the following: copying from another student's work or allowing another student to copy from your work; obtaining a copy of an examination before it is officially available; use of notes, books, diagrams or other aids during examinations that are not authorized by the examiner; knowingly recording or reporting false empirical or statistical data; and misrepresenting or falsifying references, citations, or sources of information.
  - **Submitting False Records** Submitting false medical or criminal records, or other such certificates or information under false pretences.
  - **Improperly Obtaining an Examination Paper** through theft, bribery, collusion or otherwise, prior to the date and time for writing such an examination. (*see Cheating*)
  - **Misrepresenting One's Own Identity** Impersonation or the imitation of a student in class, in a test or examination or class assignment is a breach of academic honesty. Both the impersonator and the individual impersonated may be charged.
  - **Falsification of Results** The falsification of laboratory and research results.
  - **Submission of False Information** The submission of false or misrepresented information on any form used by the University or an agent thereof.
  - **Submitting Academic Work Twice for Credit** Submitting for credit *any* academic work for which credit has previously been obtained or may be sought in another course or program of study in the University or elsewhere. This includes, for example, materials such as library research papers posted on the World Wide Web.
  - **Aiding or Abetting** Aiding or abetting any of the above academic offenses.

### Procedure

An instructor who suspects plagiarism or cheating or any other academic offense and has evidence, will contact the student. The student may request that a third party (either another faculty member, a teaching assistant, or a staff member) be present at this or any subsequent meetings. If the issue can be resolved at this level, the faculty member will fill in Part A of the UNBC Report Form for Academic Misconduct and forward it to the Registrar's Office to be placed in the student's file. If the matter is not resolved between the student and faculty member, or if it is a serious case (which may involve probation, suspension or expulsion), it will go to a discussion by the student, faculty member, and the Chair of the program involved. Discussions with the Chair or Dean may be held at the request of either the faculty member or the student, and the Dean may also be brought in at any stage if requested by either party. After these discussions, the Dean will complete Part B of the Report Form for Academic Misconduct. If a penalty is imposed, a copy of the Report Form will be placed in the student's file until the student graduates. All forms, whatever the outcome, will be filed in the Registrar's office. The student may appeal any of these decisions to the Senate Committee on Academic Appeals (*see Appeals Process*).

### ■ Academic Sanctions

If a student has been found guilty of an academic offense, the student will be subjected to a penalty or penalties appropriate for the offense. Academic offenses will normally be dealt with in the first instance by the instructor. A range of penalties are described below:

#### **Reprimand**

This is a written warning to a student from the Program Chair or the Dean of the College that the student's behaviour is considered unacceptable to the University.

#### **Reduction of Grade**

A reduction of grade may be applied to an examination, test, or assignment to which an offense is relevant and will be decided upon by the Program Chair or Dean of the College, in consultation with the Instructor. Policies with respect to regrading and review of assignments or exams are under the direction and purview of the Program Chair.

#### **Probation or Suspension**

In addition to any other penalty which may be applied, the Dean of a student's College may place a student on probation, may prohibit the student from taking a course or courses, or may suspend a student for up to six consecutive terms.

#### **Expulsion**

The President may expel a student from the University. Prior to the President's decision becoming final, the student will be informed in writing of the recommendation. The student will be given 15 working days following such notification to lodge an appeal before the President's final decision becomes effective. Any such appeal must be made in writing to the Secretary of Senate (University Registrar) and will be reviewed by the Senate Committee on Academic Appeals (SCAA).

### Sanctions

Registration at the University of Northern British Columbia and the right to access the library, specialized equipment or all other academic facilities implies a commitment on the part of a student to use such facilities in accordance with established rules. A student not fulfilling these obligations will have academic sanctions imposed upon him/her.

In instances of non-payment of any portion of tuition, prescribed fees or University library fines and/or bills, or of delinquency in the return or replacement of University property on loan, or non-repayment of cash advances or loans, or violation of the residence license agreement, the University shall not permit a student to register for further courses, shall not issue a grade statement and shall not issue a transcript or degree parchment.

Moreover, the above prohibitions shall be in force until such time as indebtedness to the University has been cleared to the satisfaction of the University.

### ■ Appeals Process

All students have the natural and reasonable right to appeal grades given during the term, the final grade of a course and other academic policies and decisions of the University. The Senate Committee on Academic Appeals (SCAA) adjudicates such matters. In turn, these decisions, along with appropriate policy and procedural recommendations, are made to Senate.

All formal appeals must be made through the Registrar, in writing and with necessary documentation, within 15 working days of the receipt of the decision in question. *In this regard, it is incumbent upon the student to advise the University, via the Office of the Registrar, of their current mailing address.*

All written appeals to the Senate Committee on Academic Appeals (SCAA) should indicate whether an in-person hearing is being requested. Otherwise, cases are adjudicated on the basis of a detailed written submission. Students should be aware that in the case of an academic appeal the course Instructor normally will be contacted, where available. Natural justice applies to both student and faculty alike. All forms of adjudication are held in the strictest confidence and are normally attended by members of the Committee and the parties to the particular appeal. Upon written notification to the Senate Committee on Academic Appeals (SCAA), appellants may seek third-party representation to attend in support of their appeal, although their participation is normally limited to providing moral support only. In extraordinary cases, the appellant or other parties may wish to retain legal counsel. Any person(s) retaining legal counsel for purposes of representation are obliged to inform the Senate Committee on Academic Appeals SCAA in writing 15 working days prior to the scheduled meeting.

The Committee Chair (or their designate) and the Secretary to the Committee will review each request to hear an appeal before any hearing or adjudication. This review is intended to ensure that the nature of the appeal is consistent with University policy and procedures. This review ensures that the appeal is both valid and cannot be resolved by other means. In some instances this review may lead to a reversal of the decision before review, while in other instances the review may indicate there are insufficient grounds for an appeal, or that further documentation is required.

### Senate Committee on Academic Appeals: Procedures

- SCAA will follow principles of natural justice and fairness. As an internal administrative committee, it is free to develop procedures and practices to conduct appeals and is not constrained by strict rules of procedure and evidence.

- A quorum shall consist of a majority of voting members, including at least one student member and two faculty members.
- No faculty or student committee member with previous involvement in the case may hear the appeal.
- All cases will be adjudicated upon the basis of a written submission, unless an in-person hearing is requested by the appellant.
- The appellant has the right to challenge the neutrality of any member of the Committee scheduled to hear his/her appeal. The Chair, with the advice of the Committee, will rule on the validity of the challenge.
- If the appellant requests an in-person hearing, the respondent (e.g., the course Instructor) will be notified and may also appear at the appeal, where available. Where the appeal concerns new evidence that was not considered with the initial decision, the respondent shall be entitled to speak to the new evidence after having documented it in advance. Thus, new evidence cannot be presented at the hearing.
- Appeals shall be based on the appellant's written submission (all relevant evidence and documentation related to the matter which is under appeal, and all relevant information contained in the student record).
- Both parties may be accompanied by a representative at the appeal; the Committee must be informed, in writing, of such counsel 15 working days prior to the hearing.
- If the appellant requests to be present at the hearing yet fails to appear before the Committee on the appointed day and time, the Committee may, without further notice, proceed to determine the appeal.
- If there are compassionate or medical grounds for non-appearance, the Chair or the Secretary to the Committee must be notified immediately. The Chair will determine the acceptability of these grounds and whether the appeal should be tabled.

### **Appeal of Final Grade**

Students who have reason to believe their final grade in a course is inaccurate should meet with their course instructor immediately, where available.

The guidelines specified below are to give students an estimate of the time it should take to go through the steps of an appeal. These guidelines may vary with each specific appeal.

Students who wish to appeal their grade:

- should pick up an Appeals Form from the Office of the Registrar;
- the instructor (where available) must review the assigned grade with the student after the final grade has been released by the Office of the Registrar;
- the student will be able to have supervised access to their final examination;
- if not resolved within 15 working days, proceed to the next step on the Appeals Form: go to the Program Chair;
- if not resolved within seven working days, proceed to the next step: go to the Dean's office;
- if not resolved within seven working days, go to the next step: submit form to the Sendate Committee on Academic Appeals.

An appeal may result in a higher, equal or lower grade.

The final recourse for all appeals is the Senate Committee on Academic Appeals.

### **Appeal of Term Grades While Course is in Progress**

Students who have reason to believe their term grade while a course is in progress is inaccurate should meet with their course instructor immediately.

The guidelines specified below are to give students an estimate of the time it should take to go through the steps of an appeal. These guidelines may vary with each specific appeal.

Students who wish to appeal their term grade:

- should meet with the Instructor immediately after returned work to review the assigned grade;
- if no resolution is reached within seven working days, then proceed to the next step: pick up an Appeals Form from the Office of the Registrar and forward it to the Program Chair;
- if no resolution is reached within seven working days, then proceed to the next step: go to the Dean's office;
- if not resolved within seven days, proceed to the next step: submit form to the Sendate Committee on Academic Appeals.

An appeal may result in a higher, equal or lower grade.

The final recourse for all appeals is the Senate Committee on Academic Appeals.

### ■ **BC Freedom of Information and Protection of Privacy Act**

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

### ■ **Class Attendance**

Students are expected to attend classes on a regular basis. Instructors may establish attendance requirements for each class. These expectations must be defined in the course syllabus.

### ■ **Conditions of Academic Standing**

#### **Required to Withdraw**

The following circumstances will generally result in withdrawal from UNBC:

- you will be required to withdraw from the University if you fail to provide necessary documentation for admission **OR** fail to pay for tuition or university services;
- the President of the University has the authority to suspend or expel a student at any time for reasons of unsatisfactory conduct, unsatisfactory academic performance, and other reasons which clearly indicate that withdrawal from UNBC is in the interest of the University; and
- see Section 5.3 Academic Performance.

#### **Ineligible to Register**

You will be unable to register for courses if you have been requested to withdraw from UNBC.

### ■ **Criminal Records Searches**

Given the scope of the Criminal Records Review Act, UNBC requires, as part of the application process, criminal records searches for applicants to program areas that involve working with children or other vulnerable persons. The cost of this search is the responsibility of the student. Criminal Records Search forms are available in the Office of the Registrar.

Results which identify relevant criminal convictions may disqualify an applicant from admission into a program. Submission of a Criminal Records Search at the point of admission does not preclude either the program or provincial certification bodies from requesting a subsequent Criminal Records Search prior to field placement or professional registration.

Criminal Records Searches are required for the following Graduate programs:

Community Health Science (MSc)  
Disability Management (MA)  
Educational Counselling (MEd)  
Social Work Programs (MSW)

### ■ **English Language Requirements**

English is the primary language of instruction and communication at UNBC. Consequently, it is expected that an applicant should be able to demonstrate an acceptable level of proficiency in the use of English to receive and participate in classroom instruction and discussion as well as complete written assignments.

Applicants whose first language is not English, regardless of citizenship or country of origin, must submit evidence of English language proficiency prior to admission.

Acceptable evidence of English language proficiency may be any one of the following:

- TOEFL (Test of English as a Foreign Language) score of at least 570 in paper-based test and at least 230 in computer-based test. UNBC's institutional TOEFL code is 0320.
- IELTS (International English Language Testing System) score of at least 6.5 in the Academic Reading and Writing Module.
- LPI (Language Proficiency Index) score of at least 5.

In order to be considered valid, these scores must be sent directly from the testing agency/institution to the Office of the Registrar.

### ■ **Examinations**

Normally all courses except thesis and practicum courses shall have final examinations worth at least 25% (twenty-five percent) of the total course marks.

Students are required to write no more than two final exams in any one 24 hour period. Final exams are no longer than three hours in duration. Exceptions must be approved by the Program Chair.

When a course has a final examination, it must be given during the scheduled examination period. Tests worth more than 10% of the final grade must not be given in the final week of classes. Major papers or projects must not be

assigned in the last two weeks of classes. Courses with laboratory, clinical, or practica-based final examinations may schedule such assessments or examinations during the final week of classes. Deans may make exceptions to this policy in extraordinary cases. Such exceptions must be made at the beginning of the semester and have the approval of the Program Chair.

## Conduct in Examinations

Students must present appropriate identification upon entering the examination room. Appropriate identification is defined as a UNBC student card and/or some form of photo identification.

Students may be refused entry to an exam, or expelled from an exam for violating any of the following regulations:

- books, papers, or other materials or devices must not be in possession of the student during an exam unless the examiner has given written permission;
- no candidate is permitted to enter the examination room more than 30 minutes after the beginning of the examination, or allowed to leave within 30 minutes after the examination has started;
- no candidate is permitted to leave the examination room in the final 30 minutes of the scheduled exam;
- candidates must not communicate in any way with other candidates in the examination room;
- candidates must not leave their seats, except when granted permission by the supervisor, invigilator, or to turn in their answer books; or
- food and beverages are not permitted in the examination room.

## Student Access to Final Examinations

The instructor will, on request by a student, informally review the final examination with the student but not before the semester grade has been released.

Final examinations will be kept by the University for a period of sixty days after the examination period, after which time they may be shredded or destroyed by other acceptable means.

## Religious Holidays/Examination Schedule

In some instances, a student may, for religious reasons, find themselves unable to write a final examination on a religious holiday or holy day. If the final examination cannot be rescheduled to avoid the conflict, the student concerned shall be evaluated by other means, which may include another examination scheduled at a different time. Students must complete the appropriate form and notify their instructors of a conflict at least two weeks prior to the examination period.

## Deferred Examinations and Grades

Students may apply for a deferred examination or a deferred status to complete required term work if medical or compassionate reasons prevent attendance at an examination or completion of assignments. Written application for a deferment, along with supporting documentation and written approval from the instructor and Program Chair, should be received by the Office of the Registrar no later than three working days after the scheduled exam was held. Forms for deferred status are available from the Office of the Registrar.

If a student is granted a deferment, the exam must be written or the assignment(s) completed and graded before the last day of classes in the next semester, unless prior arrangements have been made with the instructor and notification has been submitted to the Office of the Registrar. If a student is granted a deferment but does not complete the required work, or does not appear for the examination, a grade of F will be given.

If a student's request for deferred status is refused, the instructor will be required to submit a final grade.

## Full-Time Studies

A full-time graduate student during any one of the academic semesters or sessions is one who is either enrolled in courses totalling a minimum of six credit hours during a single semester, or working on a dissertation, thesis, or project during a semester (*see Graduate Studies Regulations Section 2.3*).

## Grading

Each credit course for which you are registered is awarded a final grade at the end of the semester. The grade for each course will be entered on your transcript by a letter grade and a grade point as follows:

### Grade Point Average

Grade Point Average (GPA) is a method of expressing a student's performance as a numerical value. Each letter grade is assigned a numerical equivalent, which is then multiplied by the credit hour value assigned to the course to produce the grade point.

### Semester Grade Point Average

Semester Grade Point Average (SGPA) is computed by dividing the total number of grade points earned by the total number of credit hours taken in the semester.

### Cumulative Grade Point Average

Cumulative Grade Point Average (CGPA) expresses performance as a numerical average for all UNBC courses for all semesters completed. The CGPA is calculated by dividing the total number of grade points earned to date by

## REGULATIONS AND POLICIES

the total number of credit hours undertaken to date. (Letter grades of P or W are not assigned a numerical value and are not used in calculating the grade point average.) The CGPA provides the numerical value used to determine good academic standing or academic probation.

### Graduation Grade Point Average

Graduation Grade Point Average (GGPA): In order to graduate, a student must have a minimum graduation grade point average of 3.00. The GGPA includes only UNBC courses applicable to the degree program sought (or those attempted through a recognized UNBC exchange program).

### International Exchange Grading

In the case of a formal exchange, the grades from an exchange university are reported using a Pass/Fail grading system and are not counted towards a student's cumulative GPA. The policy is non-retroactive.

### ■ Graduation

Eligible students must apply to graduate. Application for graduation must be received by the Office of the Registrar no later than March 1.

Students who have any outstanding obligation to the University will not be permitted to graduate. Outstanding obligations include, but are not limited to, the following:

- tuition fees owing
- library or other fines
- outstanding library loans
- outstanding equipment or other loans

### ■ Harassment and Discrimination and Diversity Initiatives

The University of Northern British Columbia is committed to providing a working and learning environment in which all students, staff and faculty are treated with respect and dignity. The University of Northern British Columbia acknowledges the right of all individuals in the University Community to work or learn without discrimination or harassment because of race, colour, ancestry, place of origin, religion, family status, marital status, physical disability, mental disability, sex, age, sexual orientation, political beliefs or criminal or summary conviction offense

<b>Grading System</b>			
<b>UNBC Grade Point</b>	<b>Letter Grade</b>	<b>Percentage</b>	<b>Definition/ Standing</b>
4.33	A+	90 -100%	Excellent
4.00	A	85-89.9%	
3.67	A-	80-84.9%	
3.33	B+	77-79.9%	Good
3.00	B	73-76.9%	
2.67	B-	70-72.9%	
Graduate Studies: See Academic Performance (Section 5.4). Passing grade is B- for all courses taken towards a graduate program. Courses in which achievement is less than B- are assigned a letter grade of "F". Individual programs may set higher standards.			
2.33	C+	67-69.9%	Satisfactory
2.00	C	63-66.9%	
1.67	C-	60-62.9%	Marginal
1.00	D	50-59.9%	
0.00	F	0 -49.9%	Failure

The following are not included in academic average:

P	Passing grade	credit awarded
AEG	Aegrotat standing	credit awarded
DEF	Deferred grade	no credit awarded
W	Withdrawn	no credit awarded
AUD	Audit of course	no credit awarded
WAU	Withdrawn from audit	no credit awarded
INP	Thesis or project course work in progress	
NGR	No grade reported	

unrelated to their employment. An approved policy applies to all members of the UNBC community and is administered by the Harassment and Discrimination Advisor. For further information or assistance please contact the Harassment and Discrimination Advisor 960-6618 or the Diversity Project Co-ordinator, Human Resources 960-5604.

#### **Calculation of Grade Point Average**

The following is an example of how a student's GPA is calculated at the end of a semester:

1.	PSYC 600-4	B	3.0	4 credit hours x 3.0	=	12.00	
2.	PSYC 610-3	A+	4.33	3 credit hours x 4.33	=	12.99	
			Total	7 credit hours		24.99	
			Semester GPA: 24.99/7 = 3.57				

## ■ Notification of 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.

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

Further information on the use of this information can be obtained from Statistics Canada's web site: <http://www.statcan.ca> or by writing to the Postsecondary Section, Centre for Education Statistics, 17th Floor, R.H. Coats Building, Tunney's Pasture, Ottawa, K1A 0T6.

## ■ Part-Time Studies

A part-time graduate student during any one of the academic semesters is one who is enrolled in courses totalling less than six credit hours during a single semester and who is not working on a dissertation, thesis, or project (See *Graduate Studies Regulations Section 2.3*).

## ■ Repeating Courses

Graduate students may not repeat graduate courses except under exceptional circumstances and only with the approval of the Dean of Graduate Studies on the recommendation of the program and the Dean of the College.

## ■ Student Access to Official University Record

Students have the right to inspect their Official University Record, including the student file, as maintained by the Registrar. Students also have the right to have access to their financial assistance file, as maintained by the Financial Aid and Awards Office under the supervision of a staff member. Assessment reports and letters of reference submitted by third parties in support of students applying to Graduate Studies will not be available for inspection. Students have the right to inspect their Official University Record during normal office hours, and upon advance request in writing. When students inspect their original records, examination will be permitted only under conditions that will prevent alteration or mutilation. In the event of a dispute as to the accuracy of the information maintained in their Official University Record, a student may appeal to the Registrar.

## ■ Student Misconduct

Students are expected to behave responsibly and to abide by the policies and regulations of the University of Northern British Columbia. Disruption of instructional activities, if serious, may be reported by the instructor to the Program Chair and subsequently to the Dean of the College in which the disruption occurred. The President has the power to deal in matters of student discipline and has the power under the *University Act of British Columbia* to suspend or expel a student.

Any offenses committed under the Criminal Code of Canada and other laws of the Province of British Columbia and Canada, including, but not limited to damage to property or unlawful harm to others shall be dealt with through the courts of law.

## ■ Transcripts

An official transcript is a document sent directly to a receiving institution from the issuing institution. The Office of the Registrar will transmit official transcripts directly to other institutions at your written request only. If you have an outstanding financial obligation to the University or have not cleared provisional admission status, final grades and transcripts will not be released to you or on your behalf. There is a 10 day turnaround for transcript requests.

## ■ University Closure/Weather

On rare occasions, the President (or designate) may be required to close the University due to inclement weather or other human or natural circumstance. In such circumstances, classes and examinations will be formally cancelled and will be rescheduled. Assignments due on the date of the closure must be submitted on the next day that the University is open.

# Services and Facilities

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## ■ Introduction

UNBC is a student-centred university committed to providing you with high quality services. On the Prince George campus, student service operations (Office of the Registrar, Student Services, International Centre, Learning Skills, Academic Advising Centre and First Nations Programs) are located on Telus Student Services Street, a high profile area in the Agora. Most university services are available to students at a distance through our Regional Campuses. Many on-site services are provided through co-operative arrangements with the three northern colleges. In this way, as a UNBC student, you are provided with the convenience of one-stop shopping for a variety of student services.

UNBC provides a wide variety of services to support the intellectual, personal, physical, cultural, spiritual and professional development of students at the University. You'll find a welcoming, supportive environment, based on mutual respect and a shared commitment to the ideals of the University of Northern British Columbia.

## ■ Administrative Computing Services

The Administrative Computing Services department at UNBC is responsible for implementing, supporting and maintaining core administrative systems. These include systems for Finance, Human Resources, Purchasing, Payroll, Registration, Admissions, Records, Recruitment, Facilities, Housing and Conference Services, Campus Smart Card, Bookstore, Copy Services, Development, Co-operative Education and Financial Aid. Administrative Computing Services provides support and maintenance for desktop machines in various administrative areas.

## ■ Alumni Association

The Alumni Association of UNBC is composed of graduates of the University of Northern British Columbia. All UNBC graduates automatically become members of the Association upon their graduation.

The Alumni Association not only serves to promote and coordinate the efforts of its members on a social basis, but also acts as a liaison between the graduates and the University.

For more information, please contact the Alumni Association at [www.alumni.unbc.ca](http://www.alumni.unbc.ca) or toll free at 1-877-WE-R-UNBC or (250) 960-5620.

## ■ Bookstore

The bookstore's primary role is to stock all required and optional course materials for classes taught at each UNBC campus. You will also find a variety of school supplies and computer accessories. Academic pricing is available on many software packages. A full compliment of reference books and study aides are in stock for each semester. Any title not in stock can be ordered. The bookstore is your UNBC logo headquarters. A great selection of UNBC clothing, giftware and novelty items are always available. As well as being the official Timberwolves outlet, the bookstore carries a full line of Alumni products. Visit our web site [www.bookstore.unbc.ca](http://www.bookstore.unbc.ca).

## ■ Centres

### Northern FIRE: The Centre for Women's Health Research at UNBC

The Northern FIRE, located at UNBC, is the Centre for Women's Health Research. Northern FIRE is a research centre created by feminist researchers, health care providers, community groups and policy makers dedicated to improving women's health. The mandate is to facilitate research on the social determinants of health for marginalized women. Therefore, the focus is on research and policy development which will improve the health of women who face disadvantages due to socio-economic status, race, culture, age, sexual orientation, geography, disability and/or addiction.

### Child Welfare Research Centre

Major activities of the Child Welfare Research Centre include conducting and promoting practice-relevant research which links academic and community interests; enhancing critical awareness and analysis of northern child and family welfare issues by sponsoring information sessions, public education seminars, and Summer Institutes in cross-listed Social Work courses; publishing a Working Paper Series; and maintaining a resource room of "difficult-to-find" research material available for loan to students, faculty, and community members. Staff, project researchers, and members of the management and advisory committees together comprise a cross-disciplinary mix of academics and practitioners from First Nations organizations, child welfare services, community corrections and substance abuse treatment; representing the fields of nursing, social work, history, psychology, and education. The Gordon Ternowetsky Resource Room is located in Room 2012 of the Administration Building, or call 960-5714 for more information.

## ■ Childcare Society

UNBC Childcare Society provides care for children ages 18 months to five years, serving students, faculty, staff and community users. The childcare complex houses three centres: Porcupine Pals (three to five daycare centre), Cub's Corner (toddler daycare centre), and Raven's Nest (preschool and part-time daycare). The daycare manager can be contacted at (250) 960-5720 or email [daycare@unbc.ca](mailto:daycare@unbc.ca). For more information, please visit the Society web site at [www.unbc.ca/daycare/](http://www.unbc.ca/daycare/).

## ■ Colleges

### College of Arts, Social and Health Sciences

The College of Arts, Social and Health Sciences (CASHS) includes the following programs: Anthropology, Community Health, Economics, Education, English, First Nations Studies, History, International Studies, Northern Studies, Nursing, Political Science, Psychology, Social Work and Women's Studies. The College focuses on the development of human resources in northern British Columbia. We are concerned with people, health, culture and values, and so the College is committed to enhancing opportunities for individuals, building strong, healthy communities, and to improving the quality of life.

### College of Science and Management

The College of Science and Management (CSAM) includes the following programs: Biology, Chemistry, Commerce, Computer Science, Environmental Engineering, Environmental Studies, Forestry, Geography, Mathematics, Physics, Resource Recreation and Tourism.

**Values:** We value excellence in teaching; an interdisciplinary and collaborative approach to learning and scholarship built upon a foundation of disciplinary excellence; and a working environment that promotes respect, integrity, open dialogue, honest discussion and debate.

**Vision:** A College that integrates the sciences, business administration, and management of natural resources and environments in ways that foster progress in basic disciplines and explore emerging areas of scholarship at interfaces between disciplines to resolve northern problems and provide unique insights into the solutions for global questions.

**Mission:** Through research, teaching and outreach we aim to integrate the sciences, business administration, and management of natural resources and environments, in ways that are recognized internationally for their roots in traditional and basic knowledge, their value to rural and remote communities, citizens and industries, and their global pertinence.

## ■ Communications

The Office of Communications is concerned with various aspects of public affairs. This involves work such as media relations, various major and minor publications, broadcast materials, promotional world wide web pages, internal and external newsletters, photography, VIP and other visits, special events, support to the marketing and development programs, visual identity, community relations, speaker panels, issues management, and alumni relations.

## ■ Computing and Telecommunications Services

The role of Computing and Telecommunications Services (CTS) at UNBC is to provide support to faculty, students and staff in areas of computing as it applies to teaching and research. CTS maintains microcomputer (PC and Mac) labs for student use. These labs are used both for classroom teaching as well as for drop-in usage by students. CTS maintains and administers the campus fibre optic backbone network and provides network services such as e-mail, world wide web and internet access. Every student is provided with a computer account. CTS is responsible for supporting the high performance computing facility for faculty research. CTS is also responsible for campus phones as part of telecommunications services. CTS looks after the computing needs of regional students as well. Please direct your inquiries to Help Desk located in Room 5-123, phone 960-5680, email [support@unbc.ca](mailto:support@unbc.ca).

## ■ Conference and Events Services

Conference and Events Services offers the facilities and professional staff to make a conference or meeting a huge success. Accommodations, catering, meeting space, audiovisual, and conference management can be handled quickly and efficiently.

For large scale conferences, a full conference management package unique to each event can be provided. Packages include pre-conference services such as web page design, receipt of registration and payments and data management. The mailout of confirmation letters and creation and distribution of conference material for delegates can also be managed. During the event staff will be on hand to help with any last minute requirements.

UNBC provides a beautiful setting to create the perfect atmosphere for a variety of events. The campus has an abundance of natural light provided by large atriums and skylights. Built in a park-like setting, the campus offers easy access to many trails and provides fine views of the Rocky Mountains.

### ■ Copy Services

Copy Services is located in the Agora between Food Services and the Bookstore. High volume copying, colour photocopying or document binding services are available to all students.

Coin and Debit Card Photocopiers are conveniently located in the Northwood Winter Garden, Main Floor of the Library, Upper Floor of the Library, and outside Copy Services.

Transparencies/overheads for presentations are available for purchase in the UNBC Bookstore.

Contact Copy Services at local 6464 or 6466 if any copiers require servicing.

### ■ Cornerstore

The Cornerstore is the convenience store on campus. You will find UNBC logo items, general reading material, and giftware.

### ■ Deans' Office

#### College of Arts, Social and Health Sciences Office

The Dean is responsible for the administrative and academic operations in the College (CASHS) which includes the following programs: Anthropology, Community Health, Economics, Education, English, First Nations Studies, History, International Studies, Northern Studies, Nursing, Political Science, Psychology, Social Work and Women's Studies.

#### College of Science and Management Office

The Dean is responsible for the administrative and academic operations in the College (CSAM) which includes the following programs: Biology, Chemistry, Commerce, Computer Science, Environmental Engineering, Environmental Studies, Forestry, Geography, Mathematics, Physics, Resource Recreation and Tourism.

### ■ Development Office

The Office of University Development is responsible for developing and maintaining long-term partnerships with alumni, friends, corporations, small businesses, associations, foundations, and government agencies. The Office supports the University's priority funding needs and works to ensure a broad base of support for the future through various fund raising initiatives.

The Office oversees the annual giving, major gifts and planned giving programs, and plans and co-ordinates special events to recognize the University's donors.

The generous financial and in-kind support and investment UNBC receives from donors helps students support the costs of their education and rewards student achievement. Support from donors also improves the University's educational and recreational facilities, enhances UNBC's teaching and research capacities, supports student success by providing enhanced services, and meets the challenge of improving access to university for the First Nations of northern BC.

### ■ Educational Media Services

Educational Media Services (EMS) is located on the third floor of the library building. EMS provides faculty, students and staff with operational and technical assistance, repair services, video and audio equipment/services, and slide or full-page scanning stations.

EMS provides multimedia services on both Macintosh and PC platforms. They have the capability to capture and edit video and audio on PC platforms and provide digital printing services on 35mm film, or full colour on 8.5 x 11 paper and transparencies.

For more information or a complete list of equipment available for sign-out or services, please feel free to drop by, or check out their web page at [www.unbc.ca/ems](http://www.unbc.ca/ems).

### ■ Facilities and Security

Facilities is responsible for all aspects of operation and maintenance of buildings, grounds, and mechanical equipment. This includes waste removal, snow removal, landscaping, and janitorial services.

Additional responsibilities include purchasing, central stores, mail room, risk management, health and safety, room booking, parking, and rental vehicles.

Facilities is also responsible for safety and security on campus. The BC Corps of Commissioners provides a highly visible 24 hour security service which includes escorting students, staff and faculty to and from the parking lots and residences.

### ■ Finance Office

The Finance Office is responsible for all administrative activities of a financial nature at UNBC. Those responsibilities with a direct impact on student life include student fee assessment and collection, administration of the campus Smart Card system, disbursement of all cheques including scholarship and bursary cheques, payroll for teaching assistantships and all student jobs, and administration of research grants and fellowship income for all faculty and students.

## ■ First Nations Centre

UNBC is located in the territories of 16 Tribal Councils and over 78 bands, and is proud to work in partnership with these groups. The University offers a rich program of courses, degree programs, opportunities for research and community service with First Nations throughout the north, drawing scholars from around the world to learn with us. There will be a variety of opportunities available to those who wish to learn from and about the First Nations of the north, including the First Nations Studies program courses in languages, cultures, and contemporary issues, internships with First Nations organizations, and community-based research projects. UNBC has established partnerships with several First Nations where these opportunities are available, and is developing exchange relationships with other Canadian institutions that offer First Nations programs as well as with international universities with opportunities in the area of world indigenous peoples. Programs are available at both the undergraduate and graduate levels.

The First Nations Centre specializes in services to First Nations students. This Centre provides a culturally supportive environment where leadership, spiritual growth and academic excellence are fostered. The First Nations Centre is available for gatherings, events and activities that are related to the interests of First Nations students. The array of services include: an aboriginal student association, visiting Elders, personal counselling, admissions advocacy, aboriginal peer counselling, helping circle, and a lively program of speakers and cultural activities.

## ■ Food Services

The University has four food outlets: the Food Court, the Northwood Winter Garden Deli, the Starbucks Kiosk, and the Tim Hortons Kiosk.

The Food Court features a wide range of food for all tastes: hot entrées, salads, sandwiches, pizza and pastas, burgers, muffins and pastries, stir fry, gourmet ice cream, plus coffee, tea, pops and juices.

The Northwood Winter Garden Deli, a licensed facility, features sandwiches, pizza, subs, nachos, hot dogs, beef dip, cappuccino, specialty scones, chili, pop and juice.

The Starbucks Kiosk offers a variety of specialty coffee, juices, frappuccino, biscotti, scones, and cookies.

The Tim Hortons Kiosk offers Tim Hortons desserts, specialty coffees, soup and sandwiches.

Both on- and off-campus students can purchase meal and debit plans, accepted at all food outlets on campus.

The catering service offers a range of services including breakfast, lunches, dinners, and receptions.

Food service at UNBC is provided by Chartwells, a member of Compass Group Canada.

## Vending Services

Snack and pop vending machines are located throughout campus. Some machines are equipped to accept the University's Smart Card.

## ■ Geoffrey R. Weller Library

The Geoffrey R. Weller Library collects and provides access to information resources in support of the University's academic program. Located on two floors of the Library Building, with the main entrance located on the second floor, the library is open seven days a week during the Fall and Winter semesters and is closed on all holidays observed by the University. Professional library staff offers reference services to assist students in optimizing their use of library resources. The library's online public access catalogue can be accessed through its web site at <http://lib.unbc.ca>.

The library's collection consists of approximately 168,000 books, 1,500 current print journal subscriptions, 2,400 audiovisuals, and 400,000 microforms. Noteworthy library resources include an extensive collection of electronic bibliographical and full-text research databases, full-text documents, data files, and electronic reference materials; a selection of important microform collections including regional newspapers, retrospective journals, Statistics Canada and other government publications, and ERIC (Educational Resources Information Center) documents; and primary documents available through the Canadian Institute of Historical Micro-Reproductions pre-1920 Monographs and Early Canadiana Online collections, the Gerritsen collection, and Archives and Special Collections.

UNBC students have timely access to items in other library collections through the library's interlibrary loan service. Instructions for initiating interlibrary loan requests are available on the library's web site.

The library offers an intensive instruction program aimed at developing students' research skills. This instruction is accomplished through help pages, which are accessible through the library's home page; one-to-one assistance at the Reference Desk; class sessions, which are booked by faculty; and workshops offered at the beginning of each semester. Information and sign-up instructions for workshops are posted at the Reference Desk and on the library's web site.

Specialized equipment includes computer workstations adapted for use by the visually impaired and those with learning disabilities, a CCTV, and a wheelchair accessible table.

For more information about library resources and services, please visit the library's web site at <http://lib.unbc.ca>. Contact the Reference Desk (960-6475) for research assistance or the Circulation Desk (960-6613) for questions related to circulation services.

### ■ Human Resources Department

Located at 1022 in the Administration Building, the Human Resources department is staffed by seven full-time employees and is responsible for the planning, implementation and management of employee relations, non-faculty recruitment and employment processing, orientation, staff benefits, training and development, diversity projects, records management, classification and compensation.

The HR department can assist faculty and students with completing hiring forms, and provide information or advice on employment contracts, recruiting processes, and employment standards.

### ■ Institutes

#### Institute for Social Research and Evaluation

The Institute for Social Research and Evaluation (ISRE) is a research institute located at the University of Northern British Columbia but operating in partnership with a number of local government and non-government agencies including the City of Prince George and the Northern Interior Regional Health Board. ISRE undertakes broad-based public opinion polling (with in-person or telephone interviews or mailout surveys), special targeted surveys (e.g., related to health, employment, crime, family issues, etc.), focus groups, and the evaluation of public and private programs.

#### Northern Land Use Institute

The Northern Land Use Institute works toward improving land use, resource, and environmental decision-making in northern communities. Initially supported by an endowment fund from the BC Real Estate Foundation and by additional partnership with the Muskwa-Kechika Trust Fund, the Institute promotes collaborative, inter-disciplinary research in partnership with northern communities, First Nations, public agencies, and the private sector. For more information, please see the Institute's web site at <http://unbc.ca/nlui/>.

#### Rural and Remote Health Research Institute

People living in rural and remote communities have life experiences that are distinct from people living in urban communities. The research needs and approaches required to study and understand rural health are equally distinct. In order to address the unique requirements of rural and remote health research, the Rural and Remote Health Research Institute has been approved in principle. The Rural and Remote Health Research Institute is expected to:

- undertake and facilitate health research activities for the benefit of people in the rural, remote, and northern communities

- foster the development of innovative and interdisciplinary research in rural and remote health research
- advance the level and breadth of health research undertaken at UNBC
- offer additional venues for research opportunities and activities across a number of UNBC programs
- serve as a dedicated vehicle for the promotion of basic and applied research

### ■ Institutional Analysis and Planning

Institutional Analysis and Planning is housed in the Office of the President. The staff works with senior administration on matters regarding external statistical analysis and reporting, enrolment analysis and projection, market analysis, and planning, accountability, and budget.

### ■ Northern British Columbia Graduate Students' Society

The Northern British Columbia Graduate Students' Society (NBCGSS) exists to serve the interests of the graduate student population of UNBC. The main office of the society is in the administration building on the Prince George campus. It is staffed by a part-time office manager. Operated mainly by volunteers, the society represents the concerns of graduate students in a number of ways. NBCGSS representatives facilitate communication between graduate students and the administration and faculty, monitor changes in university policy that affect graduate students, act as advocates for those with university-centred problems, distribute graduate-relevant information, and provide basic amenities to our on-campus members, such as graduate-only computer labs, office space, and a lounge area for socializing. Representatives also organize social and sporting events both on and off campus. For more information on the NBCGSS and its activities and resources, please call (250) 960-5671, e-mail [gssoffice@unbc.ca](mailto:gssoffice@unbc.ca) or consult the web site at [web.unbc.ca/grads](http://web.unbc.ca/grads).

### ■ Northern Undergraduate Student Society

The Northern Undergraduate Student Society (NUGSS) exists to facilitate the rights and views of the undergraduate population at UNBC. The NUGSS office is located in the agora of the Prince George campus, adjacent to the bookstore and the Winter Garden. NUGSS provides student services including fax, phone, lockers, cable internet (service provided by SHAW), and much more. The NUGSS Board of Directors consists of thirteen members and represents the student viewpoint to the university administration, faculty, staff, and the Prince George community. Undergraduate students pay a fee to the student society which is distributed to services — newspaper,

women's centre, emergency aid, scholarship — and to student clubs. NUGSS has also been instrumental in the establishment of a campus radio station 88.7 fm CFUR. NUGSS promotes student participation by encouraging students to join a committee, volunteer, or run for a position on the board. Your participation helps improve student life on campus. For more information about NUGSS, visit [www.nugss.com](http://www.nugss.com).

## ■ Office of Graduate Studies

The Office of Graduate Studies is responsible for the administration of the educational requirements of graduate students. The office helps graduate students with the following: interpretation of policies in the UNBC Graduate Calendar; scheduling and administering thesis/project defences; assisting graduate students in applying for exchange status pertaining to the Western Deans' Agreement; providing forms relating to Graduate Studies (excluding admission and registration forms); administration of the Graduate Student Conference Travel Grant Competitions; administration of fellowship and scholarship programs such as NSERC, SSHRC and GREAT awards.

## ■ Parking

There are three main lots available for parking on campus. All vehicles must be parked in one of the designated parking lots. Parking spaces that provide close and easy access to campus entrances have been designated for students with disabilities.

Annual, by semester, or visitor permits are available.

A valid parking permit or ticket stub must be clearly displayed. Vehicles not clearly displaying a valid parking permit or ticket stub will be subject to a parking citation and/or vehicle immobilization or towing without warning at the owner's expense and risk.

The University assumes no liability for damage to or theft from vehicles parked on campus. However, you can help Campus Security and yourself by locking valuables in the trunk and ensuring your car is locked. Report any damage or theft from your vehicle to Campus Security.

Help lines, connecting the caller to Security, are installed in several locations. Campus Security provides an escort service to and from the parking lots for students, staff and faculty.

## ■ Regional Operations

UNBC is mandated to serve all of British Columbia with a special commitment to northern BC.

The Office of Regional Operations is responsible for the development and delivery of degree programs, courses and services to students throughout the UNBC region.

A network of regional service is growing and will continue to develop over the life of the University. At present the University maintains three regional campuses to serve the Northwest, Peace River-Liard, and the South-Central regions. These offices provide program development, support to faculty, liaison with the local colleges, and assistance to students.

Full degree completion in a limited number of program areas, including graduate degrees, is available at all UNBC regional campuses. The programs vary from region to region and are offered through a combination of face to face instruction and distance delivery.

The University maintains an affiliation agreement with the Wilp Wilxo'oskwhl Nisga'a. The WVN offers coursework, centred in the Nass Valley, leading to a Bachelor of Arts and/or Certificates in Nisga'a Studies.

Students who plan to study at one of the regional campuses, or who plan to relocate in order to study at any UNBC Regional campus, should contact the appropriate Regional Office for information and assistance. See the inside of the back cover for contact information.

The University maintains co-operative program and service arrangements with the three northern colleges: College of New Caledonia, Northern Lights College, and Northwest Community College, as well as with the University College of the Cariboo. There are different services and opportunities at each of the campuses. Food services, parking, student activities, and many of the other services available to Prince George students are processed differently dependent upon location and the college partner. Full information can be obtained through UNBC Regional Campuses.

## Northwest Regional Campus

In the Northwest, courses are offered in many communities in the region, including Campus Northwest in Terrace. In the summer, Courses on the Coast are mounted in an intensive format in Prince Rupert and Skidegate. These courses focus on contemporary issues in the region and the art and science of place. In the region, the University offers undergraduate, graduate, and professional programs in First Nations Studies, Social Work, Education and Community Health. Other courses are offered by distance in a variety of formats.

The University offers courses in language and culture throughout the region. The University has productive partnerships with Wilp Wilxo'oskwhl Nisga'a, the Nisga'a House of Wisdom, and Northwest Community College, and with community groups.

### Peace River-Liard Regional Campus

UNBC's Peace River-Liard Regional Campus is located with Northern Lights College's Fort St. John Campus. UNBC has developed a strong partnership with Northern Lights College and School District #60 and is a member of the Alaska Highway Consortium on Teacher Education (AHCOTE). Most courses are taught face-to-face in Fort St. John and Dawson Creek, and many are teleconferenced to students throughout the region, as well as to the Northwest and South-Central Regions. UNBC also offers Spring/Summer courses every other year in Tumbler Ridge.

In the Peace River-Liard Region, students have the opportunity to pursue course work leading to degrees in Arts, Sciences, Natural Resource Management, Social Work, Education, Environmental Studies, and Environmental Planning. UNBC provides third and fourth-year courses for students in the AHCOTE program, primarily in English, History and Geography. Students also have access to a number of Web and teleconferenced courses delivered from Prince George and other UNBC regions.

### South-Central Regional Campus

The South-Central Region includes the following major communities: 100 Mile House, Burns Lake, Fort St. James, Fraser Lake, McBride, Quesnel, Valemount, Vanderhoof and Williams Lake. UNBC offers courses in co-operation with the Williams Lake campus of the University College of the Cariboo, the College of New Caledonia, and other local educational agencies.

In the Region we offer a wide variety of UNBC courses to assist students in achieving their goals of obtaining a degree, enhancing knowledge of their career or pursuing general interests. Offerings to date have included Anthropology, Commerce, English, First Nations Studies, Geography, History, Nursing, Psychology, Social Work, Women's Studies and others. Delivery is face-to-face or via a range of distance delivery modes including audioconference and Web. Degrees may be completed in Social Work, Nursing, English and History in Quesnel, and in First Nations Studies in Williams Lake.

### UNBC Distance Delivery

Audio-conferencing between locations and web courses accessible from any receptive platform are the mainstays of UNBC's distance delivery. Students can find out what courses are available for a given term via the Courses Offered choice at <https://www.robson.unbc.ca/>. Web courses are listed under the location World Wide Web regardless of whether they originate in Prince George or are taught by regional faculty. Web courses may also be taken by students outside UNBC's region, provided the students are registered with UNBC.

Regional campuses are the best source of assistance for students in regional centres. For general assistance, contact Regional Operations at UNBC, (250) 960-5584. All regional delivery is supported by intercampus mail delivery and a 1-888 number available to students via their regional campuses.

Students may need to attend a linked classroom at a regional centre to participate in audio-conferencing. To access a web course, students will need a suitable web browser with a working internet connection. Technical trouble shooting is offered by the Centre for Teaching and Learning at (250) 960-5613. A preliminary trial may be recommended to confirm the student is comfortable with the WebCT program in which web courses are developed. Using WebCT, students are able to submit work, access lectures and hold discussions.

Regionally offered courses are also delivered by traditional methods at regional campuses by visiting faculty, in time-compressed and intensive formats, or via mixed methods with some direct contact.

## ■ Student Services

The primary goal of Student Services is to ensure that the needs of students are given top priority within the institution and that the University provides the necessary services to foster student success.

Student Services includes the Personal and Career Counselling Centre, Learning Skills Centre, Awards, Financial Aid and Student Employment Centre, Athletics and Recreation Centre, Health and Wellness Centre, Disabilities Services, Orientation Programs, and Campus Chaplaincy.

### Office of the Registrar

The Office of the Registrar is responsible for many aspects of a student's life. The Office handles student recruitment, including school visits, campus tours and special events; undergraduate and graduate admissions, including assessment of transfer credit; registration; records management, including student records, student appeals, and transcripts; the annual Convocation ceremony; and scheduling, including courses and exams. Also, the Office provides secretarial support to Senate and Senate Sub-Committees and interprets the collection and dissemination of information for the Freedom of Information and Protection of Privacy Act. In addition, the Office of the Registrar prepares for production many University publications including the Calendar and the Viewbook.

### Senate Secretariat

The Senate Secretariat is responsible for co-ordinating Senate and Senate committee meetings, publishing their minutes, and conducting annual elections for representatives to Senate. The Secretariat also maintains an archival record of all Senate decisions and background materials.

## University Housing/Residence

Housing Services, located in the lower level of Residence Neyoh, is responsible for the on-campus residences and for maintaining an off-campus housing registry.

### On-Campus Housing

UNBC residences offer reasonably priced apartment style accommodations that are clean, comfortable, safe and convenient for single university students. As an integral part of the educational program and academic support services, University Housing provides a comprehensive Residence Life program which further promotes and enhances the overall educational experience and academic success of students.

Each residence building contains two and four bedroom suites, all fully self-contained. The kitchen contains a full size range and refrigerator; the large common area contains a dining table with four chairs, a sofa and a coffee table.

Each bedroom is fully furnished with a large, single bed (with drawers located beneath), bookshelf, desk and chair. A computer outlet is located in each bedroom. This allows students to connect to the University's computer network, for those with appropriate hardware and software.

Demand for on-campus housing is high, so it is important to apply early. Applications will be accepted starting February 1 for next Fall Semester. Students can make application by mail or through the Internet.

For more information visit our web site at <http://www.unbc.ca/housing>.

### Off-Campus Housing

Housing services maintains a comprehensive off-campus housing registry. The registry is available on the web at <http://www.res.unbc.ca/off-campus>. The cost to place a listing on the web is \$10.00 per four month term.

## International Centre

The University of Northern British Columbia considers itself to be an active participant in the global community. Its commitment to international education is reflected in the teaching, research and service missions of the institution. UNBC will endeavour to assist students and faculty in broadening their exposure to other countries and societies. Toward this end, the University has established a series of academic exchange programs with a number of partner institutions around the world. These academic exchange programs allow students and faculty the opportunity to study or conduct research in other countries for a specified period of time. Full details regarding the opportunities to participate in these exchange programs can be obtained from the International Centre.

## International Students

The University of Northern British Columbia welcomes applications from qualified students from other countries. International students can make an important contribution to UNBC's global outlook by sharing their perspectives in classes and participating in campus activities.

The International Centre provides services to international students and assists them with their integration into campus and community life. Orientation services, international student handbooks, information on immigration regulations and opportunities for social and cultural involvement are available through this Centre located on Student Services Street.

## Student Services

### Athletics and Recreation

#### Athletics

UNBC is a member of the British Columbia College Athletic Association. Both men's and women's Varsity basketball teams compete within this provincial league which leads to a national championship.



The athletic program also includes Junior Varsity teams consisting of hockey, soccer, and nordic skiing. These teams compete in local leagues as well as travel to tournaments and competitions throughout the province.

All new and returning students are encouraged to take an active role in UNBC athletics, whether it's through participating on a team or providing cheering support.

Further information concerning contact names, schedules or other information on the UNBC athletic program is available at (250) 960-6358, or by visiting the web site at [www.unbc.ca/athletics](http://www.unbc.ca/athletics).

#### Recreation and Intramural Activities

The UNBC recreation program encourages active participation of all physical abilities in a variety of activities. Take the opportunity to try something new. Explore the variety of recreation classes offered every Fall and Winter. Classes are offered in the area of martial arts, dance, language, arts, native art, craft, leisure and hobby. Try one — you may discover a new interest or talent.

The intramural sports program at UNBC strives to provide students and employees with the opportunity to participate in team and individual sports through a variety of leagues, tournaments and special events. Everyone is encouraged to participate! Some of the sports include three-on-three basketball, indoor soccer, floor hockey, and volleyball. Sign up takes place every Fall and Winter. For further information, please call (250) 960-6366 or check out the web site at [www.unbc.ca/fitness](http://www.unbc.ca/fitness).

## **SERVICES AND FACILITIES**

### **Fitness Centre**

Need a place to relieve stress, take a break from your studies, and get in shape? Check out the on-campus UNBC Fitness Centre. The heart of fitness and health activities includes three squash courts, one racquetball court, an aerobics room, a small gymnasium, and a weight room, offering a variety of aerobic classes, weight training sessions, squash clinics and sessions to cater to all abilities and fitness levels. Dry saunas are available for after work-out relaxation.

Outdoor facilities include sand volleyball (summer), ice rink (winter), and an endless web of natural trails for hiking, cross country running, skiing, and mountain biking. For further information, please call (250) 960-6366 or check out the web site at [www.unbc.ca/fitness](http://www.unbc.ca/fitness).

### **Awards, Financial Aid, and Student Employment**

UNBC's Awards, Financial Aid, and Student Employment office is committed to making students aware of the financial assistance available to them to help fund their post-secondary education. The Centre provides information concerning scholarships and bursaries, government student loans, Canada Study Grants, employment opportunities, and other forms of financial assistance. Proactive, skill-enhancing workshops such as résumé writing, job interview preparedness, and budgeting are also offered throughout the academic year. The office is located on Student Services Street in the Agora of the Prince George campus. Service is also available through Regional Offices. For more information on financial assistance, visit the web site at [www.unbc.ca/finaid](http://www.unbc.ca/finaid)

Information on Teaching Assistantships should be obtained from the relevant Program.

### **Career Development Services**

UNBC encourages students to explore their career options and prepare for the job market. Visit Career Services, located on Student Services Street. Information sessions and counselling are available for individuals who are uncertain about their career directions. Résumé-writing and interviewing workshops are also offered as a part of a UNBC education, and an annual Career Fair is held every March.

### **Counselling Centre**

The UNBC Counselling Centre provides confidential personal and career counselling to UNBC students. Service is provided individually and through groups and we link students to community resources. We also operate the Career Centre to assist students in career research and planning. Students in the Regional Campuses can contact the Counselling Centre by obtaining the Distance Education toll free number from their regional office.

In addition to counselling, we also provide consultation, workshops, training, and events to the UNBC community. Our office is located on Student Success Street in the Agora of the Prince George campus. Check out our web site at [www.counsel.unbc.ca](http://www.counsel.unbc.ca)

### **Health and Wellness Centre**

The Health and Wellness Centre provides confidential services to students in an on-campus location. The goals of the Centre are: to help students manage short term illnesses, and to cope with other health problems while pursuing educational studies, to promote wellness, and to encourage healthy lifestyles. Services and programs are developed and delivered in partnership with students themselves, staff, faculty, student groups on campus, and various community resources. Students are encouraged to volunteer in various Health and Wellness Centre activities, and participate on the Health Council.

All UNBC students are strongly advised to carry health care insurance through their home province, British Columbia, or privately, although insurance is not required for most Centre services.

Specific services include:

1. health and wellness information resources
2. wellness promotional events and activities
3. nurse and physician clinics
4. psychiatric services
5. health care insurance information

### **Interfaith Campus Chaplaincy**

The Interfaith Campus Chaplaincy is a team of chaplains representing a variety of faith groups. Its purpose is to provide spiritual resource services to students, faculty and staff. The Chaplain's role is to assist in providing spiritual support, education and care. As a resource to the University, the Chaplaincy acts as a bridge for all faith groups seeking to be active on campus. The Chapel is located in the Agora.

### **Learning Skills Centre**

The Learning Skills Centre helps all UNBC students who want assistance to develop the learning strategies, writing abilities, technology, mathematics, and statistics skills needed for academic success at the University. The Centre offers free one-to-one tutoring and workshops in:

- study skills: time management, test preparation, test taking, textbook reading, note taking
- writing: how to interpret assignments, generate ideas, organize, revise, and edit
- mathematics and statistics
- technology skills

Check our web site [www.unbc.ca/lsc](http://www.unbc.ca/lsc).

## **Students with Disabilities**

The University of Northern British Columbia encourages academically qualified persons with disabilities to apply for admission to its programs. A variety of services are available to meet the needs of students with documented disabilities. These services enable students with disabilities to access the University facilities and to take part in the available programs.

Students with documented disabilities are encouraged to contact Disability Services as early as possible to discuss academic accommodations. There are four general steps required for processing accommodation requests:

1. request for accommodation
2. documentation
3. needs assessment; and
4. decision and implementation

As these steps should be completed before classes commence, the University encourages students seeking accommodation to contact the Disability Services at least one month before the term commences. If special transportation needs or extensive physical modifications are anticipated, the student should meet with Disability Services and Instructor(s) several months in advance of the semester of registration to permit reasonable planning time. If accommodation requires the acquisition of special or additional resources not regularly available within the University, it is recommended that six months advance notice be given in order for the University to assess the accommodation request. Disability Services will provide information on the academic accommodation resources that are currently available on campus.

Information on UNBC's disability-related policy, procedures, and services is available on the Disability Services web site at [www.unbc.ca/disabilities](http://www.unbc.ca/disabilities).

The University buildings were designed to meet the needs of those with mobility problems, and wheelchair access and special parking facilities are available.

## **UNBC Smart Card**

Every student, faculty or staff member at the University of Northern British Columbia will receive an official identification card known as Smart Card. The card will show the name, identification number and photograph of the card holder and grant borrowing privileges at the library and access to the fitness centre. Smart Card uses both microchip and magnetic stripe technology that allow it to operate as an electronic purse. There are three different plans available: Smart Card Plan, Book Plan and Meal Plan.

## **Smart Card Debit Plan**

Monies can be placed on the Smart Card at the Cashier's Office or at the self serve cash-to-card machines located on the Prince George Campus. Once money has been added to the card, it can be used in most vending machines, to pay for laser printing and photocopying, in the laundry machines in residence, in the bookstore and in all food service locations.

Please note funds deposited onto the Smart Card Plan should be treated the same as cash in a wallet. If the card is lost or stolen, the funds on the card are also lost and the University assumes no responsibility. To minimize the risk of loss, a maximum of \$100.00 can be loaded on the card at any one time.

## **Smart Card Book Plan**

The Book Plan was established to allow students and/or parents to allocate money to pay for all bookstore purchases. Money may be added to the Book Plan at the Cashier's Office during regular working hours and may be used only in the bookstore. The Book Plan may continue to be used until the balance reaches zero.

Students may request a refund of any balance remaining on the Book Plan from the Cashier's Office. The student can move the balance to their student account, transfer it to the Smart Card Plan or elect to receive a refund cheque (two to three weeks required to process a cheque).

The Book Plan is an online system and uses the magnetic stripe on the card. As the card itself carries no funds, there is no risk of loss to the user if the card is lost or stolen.

## **Smart Card Meal Plan**

The Meal Plan is a convenient way for students to pay for food services on campus. Meal Plan purchases of \$800.00 or greater per semester are exempt from GST and receive discounted prices. On average, a Meal Plan of \$800.00 will provide approximately 10 meals per week, a Meal Plan of \$1,200.00 will provide approximately 15 meals per week and a Meal Plan of \$1,600.00 will provide approximately 20 meals per week. Meal Plan can be used at all food service outlets on campus, but may not be used to purchase alcoholic beverages.

Refunds may be requested from a Meal Plan at any time from the Cashier's Office. Please be advised that UNBC has a statutory requirement to collect the GST for meals purchased on a Meal Plan if, as a result of a refund request, the Meal Plan amount falls below the \$800.00 per semester limit for GST exemption. Please allow two to three weeks for a refund cheque.

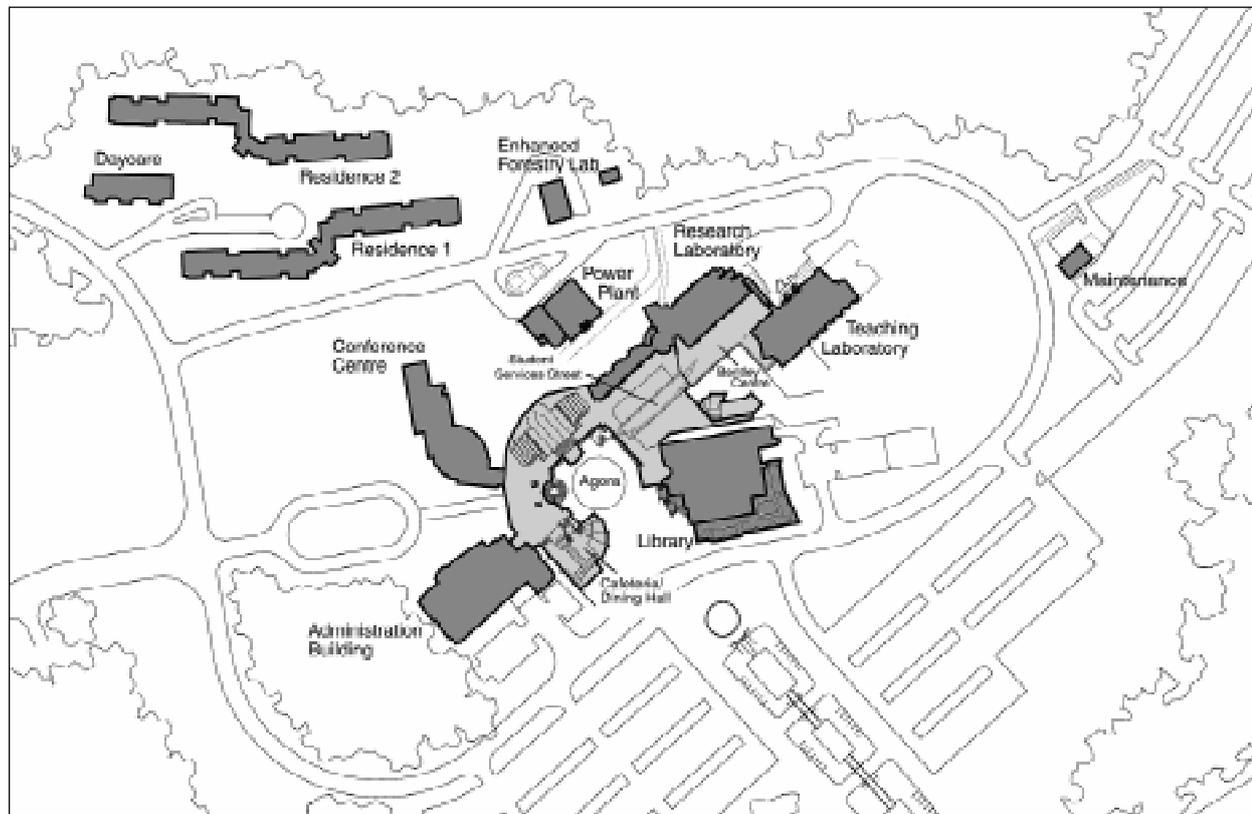
The Meal Plan is an online system and uses the magnetic stripe on the card. As the card itself carries no funds, there is no risk of loss to the user if the card is lost or stolen.

# Prince George Campus

## More Than the Prince George Campus

UNBC is a regional university, and is much more than the Prince George campus. In addition to the three regional campuses in Fort St. John, Terrace and Quesnel, UNBC offers courses throughout northern BC in towns such as

Dawson Creek, Chetwynd, Fort Nelson, New Aiyansh, Prince Rupert and Williams Lake. Courses are taught at these campuses through face to face instruction, audio conferencing, and the use of innovative full motion interactive video conferencing—your classmates can be hundreds of kilometres away! See inside back cover.



# Awards and Financial Aid

The Awards, Financial Aid and Student Employment Centre helps students to obtain the funds necessary to finance their UNBC education and to provide educational budgeting services. Funds may be obtained from a variety of sources, including: government and bank loans, private, corporate, and public scholarships and bursaries; UNBC awards; work study; and employment opportunities.

## Teaching Assistantships

Many graduate students receive all or part of their financial support through Teaching Assistantships. This support requires the graduate student to be involved in instruction and/or marking, and they are not guaranteed to any student. Minimum grade standards must be met, and the awards are made available, in part, in response to instructional needs within Program areas. Students should contact specific Programs for more information.

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## I. Awards

The University of Northern British Columbia is committed to encouraging students from diverse backgrounds and experience to further their academic education through the establishment of scholarships, which promote academic excellence and bursaries which assist students in overcoming financial barriers to post-secondary education. All awards established at the University of Northern British Columbia are subject to acceptance by the University Senate.

### 1. Applications

Application forms for Graduate Awards are available in the UNBC Awards, Financial Aid and Student Employment Centre. An on-line application form is also available by accessing the UNBC web site [www.unbc.ca/finaid](http://www.unbc.ca/finaid).

Individual applicants are responsible for knowing the application deadlines, providing complete information on the application form and for supplying any supporting documentation that is required.

## **AWARDS AND FINANCIAL AID**

Unless otherwise stated in the criteria, the deadline for applying for most Graduate Awards is February 15 each year.

### **2. Definitions**

Unless otherwise stated these definitions apply to the criteria listed on subsequent pages.

#### ***Academic Excellence***

Normally a minimum A- average, equivalent to or greater than a 3.67 GPA.

#### ***Academic Proficiency***

Normally a B- average, equivalent to or greater than a 2.67 GPA.

#### ***Satisfactory Academic Standing***

Normally a minimum C average, equivalent or greater than a 2.00 GPA.

#### ***Minimum Standing***

For the purpose of awards eligibility, minimum standing (“passing grades”) shall be considered equivalent to satisfactory academic standing.

#### ***Annual GPA***

Calculated on the basis of grade point averages for credit hours completed during the awards year, May 1 to April 31.

#### ***Award Units***

Calculated by multiplying the credit hours completed during the specified term by the grade points received for those hours.

#### ***Full-time Graduate Student***

A full-time student is a graduate student who is enrolled in six credits or more per semester, or is enrolled in a thesis, project or comprehensive examination.

#### ***Resident of Northern BC***

A person who resides in a northern community located within the regions established under the *College and Institute Act* for the College of New Caledonia, the Northern Lights College and the Northwest Community College.

A resident of northern British Columbia is so categorized by virtue of birth or continuous dwelling within the defined region for the four years immediately prior to admission at UNBC.

### **Award Types**

#### ***Award***

An award may be a fellowship, scholarship, bursary, prize or other monetary recognition assigned to a student.

#### ***Fellowship***

Usually available only to graduate students, awarded on the basis of high academic achievement (academic excellence or academic proficiency) toward which secondary criteria may be applied.

#### ***Scholarship***

Awarded on the basis of high academic achievement (academic excellence or academic proficiency) toward which secondary criteria may be applied.

#### ***Bursary***

Awarded on the basis of demonstrable financial need, provided the student has met the requirement of satisfactory academic standing, toward which secondary criteria including academic achievement may be applied.

#### ***Prize***

The award’s value may be non-monetary, such as a book or other gift-in-kind, or if monetary, its value is normally less than \$250.

#### ***Medal***

The award is an academic medal, awarded on the basis of academic excellence or academic proficiency, toward which secondary criteria may be applied.

### **Award Categories**

#### ***Graduate***

Graduate Awards are set aside for students who have been admitted into the Graduate Studies program at UNBC.

#### ***Open***

These awards may be available to a variety of UNBC students, including new undergraduates, transfer, undergraduate in-course students, and graduate students. Some awards may also be available to Faculty.

### **3. Administrative Policies**

Unless otherwise stated, these policies apply to the criteria listed on subsequent pages.

#### ***Graduate Awards***

Students commencing or continuing in Graduate Studies at UNBC are encouraged to apply for UNBC’s Graduate Awards. To be considered for awards adjudicated on the basis of criteria such as community service or written research intent, it is recommended that students submit a résumé, or curriculum vitae and thesis proposal along with a completed Graduate Awards application form to the Awards, Financial Aid and Student Employment Centre. Applicants may be evaluated on the basis of their admission GPA or their annual GPA for courses taken within the academic year.

**Awards Ceiling**

The University reserves the right to limit the amount of money awarded to any student and, if necessary, to reassign awards to other students by reversion. The Senate Committee on Awards and Recognition will generally recommend that no individual student receive an award or combination of awards exceeding a determined value.

**Disbursement**

It is generally understood that students will be enrolling in both the Fall and the Winter Semesters. Funds will be deposited directly into the students' UNBC accounts in two equal disbursements: the first on or about September 10 and the second on or about January 15.

Awards may normally be deferred for a period of one semester only. Requests for deferrals must be made in writing to the Awards and Financial Aid office.

The University reserves the right to apply awards proceeds against outstanding fees owing to the University. If the amount of the award or awards exceeds the unpaid fees for the semester, the student may apply for a refund of the excess balance.

**Liability**

Any award may be withheld or cancelled for any of these reasons: lack of suitable candidates; failure to meet the terms and conditions of the award; withdrawal from the University or withdrawal of the award by the donor. Furthermore, the University assumes liability for the payment of scholarships, bursaries, prizes, and other awards only to the extent that expected gifts from donors or returns from particular investments of endowed funds are realized. The University also reserves the right to make whatever changes are required, including cancellation of particular awards or changes to criteria.

**Requirements**

Unless otherwise stated, all awards are conditional upon confirmation of full-time registration at the University of Northern British Columbia in the semesters immediately following the granting of the award.

**II. Awards List****1. Graduate Awards**

Available to students who have been admitted to the graduate studies program.

Students are advised to contact the Graduate Studies office if they require assistance in applying for any of these awards.

**Aldyen Hamber Women's Studies Fellowship**

**Value** \$1,000

**Number One**

**Eligibility** Available to a full-time student enrolled in the first or second year of the Gender Studies program, or to a visiting professor providing lectures in the Women's Studies program.

**Criteria** Student candidates will be selected on the basis of academic excellence. Professor candidates must be established scholars in the field of Women's Studies/Gender Studies who have demonstrated an ability as well as willingness to contribute to the intellectual strengths of the Women's Studies/Gender Studies programs in the form of teaching lectures and seminars, public presentations, and community outreach. Professor candidates must also commit to providing their expertise to the Program for a period of not less than one academic semester.

**Application Instructions** Student candidates will be expected to submit a one page letter with their application form outlining their reasons for studying Gender Studies as a part of the review and award process. Professor candidates must submit a proposal of 1,000 to 1,500 words outlining the work to be undertaken while at UNBC.

**Note** Selection of the recipient will be made by a committee chaired by the Women's Studies program.

**Established** 1997

**Allan Forssell Graduate Scholarship**

Allan Forssell was an educator who worked for the Special Education Technology (SET-BC) Program. He assisted school districts in the North Coast Region of the province of BC by providing training and support for students with disabilities who needed special adaptive equipment.

Before joining SET-BC, Allan was a principal, a vice-principal, and a teacher in Prince Rupert. He has been described by his community as a "tireless fighter for the rights of children."

**Donor** The Special Education Technology – BC (SET-BC)

**Value** Variable, up to \$900

**Number One**

**Eligibility** Available to a graduate student enrolled in the Education Program who is a resident of northern British Columbia and demonstrates an intention of remaining there. Preference will be given to a student with a demonstrated interest in educational technology or teaching people with disabilities.

**Criteria** Academic excellence, a record of community service and involvement, and a background of and an interest in special needs students.

**Application Instructions** Students are required to submit a written statement outlining their community service and interest in special needs students with their application form.

**Note** Selection of the recipient will be made by a committee chaired by the Dean of Graduate Studies. The scholarship will be awarded for a period of one year. Recipients may, however, make application for a second or subsequent allocation.

**Endowed** 1995

**Anna Sorkomova Memorial Bursaries**

These awards are in memory of Anna Sorkomova, a graduate exchange student at UNBC from Yakutsk in Siberia. The donor has established these awards to help alleviate some of the financial hardships that these students encounter in coming to our country to study and participate in exchange programs. In addition, it is the donor's wishes to bond with these students coming from Anna's country to help overcome some of the cultural challenges and to

## **AWARDS AND FINANCIAL AID**

help us learn how we as Canadians can help make their lives better through sharing our culture and learning about theirs.

**Donor** Charles A. Buchan, BComm., Partner with Deloitte & Touche LLP, Chartered Accountants

**Value** \$2,500

**Number** Two

**Eligibility** Available to full-time exchange students from Yakutsk University, Russia, enrolled at UNBC.

**Criteria** Demonstrated financial need.

**Note** Selection of the recipients will be made on the recommendation of the International Centre Co-ordinator.

**Established** 2000

### ***Anne Fergus MacKay Groundwater and Muriel Ross Groundwater Bursary***

The Anne Fergus MacKay Groundwater and Muriel Ross Groundwater Bursary was established in order to assist a deserving student who is working toward obtaining a Master of Science in Community Health. This award is intended to assist students upgrading their education in order to further their career.

**Donor** (Mrs. Agnes M. Publicover, through) the Anne Fergus MacKay Groundwater and Muriel Ross Groundwater Educational Fund, administered by the Vancouver Foundation.

**Value** \$1,100

**Number** One

**Eligibility** Available to a full-time graduate student enrolled in the Master of Science in Community Health Science program, who is upgrading their education to further their career. Preference will be given to female students.

**Criteria** Demonstrated financial need and academic proficiency.

**Conditions** The recipient must have and maintain registration with the Registered Nurses Association of British Columbia.

**Note:** Recipients will be given preference for award renewal in future years, depending on the maintenance of satisfactory academic performance.

**Application Instructions** Provide confirmation of your registration with the Registered Nurses Association of British Columbia. Complete the financial need section of the graduate awards application form.

**Established** 2002

### ***Arne & Lesley Carlson Scholarship***

This award was established in honour of Arne and Lesley Carlson in celebration of their lives and of their life work in Archaeology. Arne and Lesley were friends of the Anthropology Program since UNBC opened, and Arne was instructing in the Program in the Fall of 1998. Together they brought great expertise to their business "Traces Archaeological Research," gaining the respect of colleagues in academia, government and resource management, as well as that of the First Nations with whom they worked. Their enthusiasm will remain both contagious and inspirational.

**Donor** Family and Friends

**Value** \$500

**Number** One

**Eligibility** Available to a full-time graduate student enrolled in the College of Arts, Social and Health Sciences, who is focusing his/her studies on the archaeology of northern British Columbia.

**Criteria** Academic excellence and research potential.

**Application Instructions** Candidates must include information on their thesis/research topic with their application.

**Note** Selection of the recipient will be made by a committee chaired by the Dean of Graduate Studies.

**Endowed** 1998

### ***British Columbia Medical Services Foundation Annual Graduate Scholarship in Health Sciences for First Nations***

The British Columbia Medical Services Foundation Scholarship Fund was established by John H.V. Gilbert, under the stewardship of the British Columbia Medical Services Foundation (BCMSF) administered by the Vancouver Foundation. The BCMSF actively promotes health education, explores solutions to health care issues and advances study in the health sciences. The BCMSF is pleased to recognize outstanding First Nations students pursuing graduate level studies in Health Sciences at UNBC with this annual scholarship. This Graduate Scholarship fits in with the Foundation's support of health-related research in both academic and community settings in British Columbia and recognizes First Nations students who have the potential to make a valuable contribution to health services and research in B.C.

**Donor** Administered by the Vancouver Foundation

**Value** \$5,000

**Number** One

**Eligibility** Available to a full-time graduate student enrolled in Health Sciences who is a resident of northern British Columbia. The recipient must be a First Nations student.

**Criteria** Academic excellence

**Application Instructions** Candidates must include a copy of their research abstracts.

**Note** Selection of the recipient will be made by a committee including a First Nations Educator and a First Nations graduate student.

**Established** 2001

### ***Canfor Annual Graduate Bursaries***

Canfor is a leading Canadian integrated forest products company with strong roots in northern British Columbia. With the purchase of Northwood Inc. in 1999, Canfor is the largest producer of softwood lumber and market pulp in Canada. Canfor is committed to innovative practices that foster growth and create opportunities in the north. Canfor Legacy Awards are provided yearly to commemorate Legacy Northwood's commitment to the University of Northern British Columbia and its students. In continuation of the original intent of these awards, they will recognize those students who achieve academic excellence and strive to prepare themselves for exciting careers.

**Donor** Canfor Corporation

**Value** \$2,500

**Number** Two

**Eligibility** Candidates must meet UNBC admission, enrolment and full-time attendance requirements in graduate studies. Candidates may be enrolled in any program, but will be researching a public policy issue of particular relevance to residents and communities of northern BC.

**Criteria** Academic proficiency and financial need. Awarding of these bursaries will be based on the format used by NSERC and SSHRC for which candidates' academic achievement, research proposal/statement of research topic and references are reviewed. Successful candidates will have produced a research proposal/statement of research topic consistent with the values of Canfor Corporation.

**Application Instructions** Candidates must include information on their research proposal/statement with their application, and complete the financial need section of the application form.

**Note** Selection of the recipients will be made by a committee chaired by the Dean of Graduate Studies. Recipients of these awards are ineligible for receipt of the Canfor Legacy Endowed Scholarships and Bursaries and vice versa.

**Established** 2000

### ***Canfor Annual Graduate Scholarship***

Canfor is a leading Canadian integrated forest products company with strong roots in northern British Columbia. With the purchase of Northwood Inc. in 1999, Canfor is the largest producer of softwood lumber and market pulp in Canada. Canfor is committed to innovative practices that foster growth and create opportunities in the north. Canfor Legacy Awards are provided yearly to commemorate Legacy Northwood's commitment to the University of Northern British Columbia and its students. In continuation of the original intent of these awards, they will recognize those students who achieve academic excellence and strive to prepare themselves for exciting careers.

**Donor** Canfor Corporation

**Value** \$4,500

**Number** One

**Eligibility** Candidates must meet UNBC admission, enrolment and full-time attendance requirements in graduate studies. Candidates may be enrolled in any program, but will be researching a public policy issue of particular relevance to residents and communities of northern BC. Successful candidates will have produced a research proposal/statement of research topic consistent with the values of Canfor Corporation.

**Criteria** Academic excellence. Awarding of this scholarship will be based on the format used by NSERC and SSHRC for which the candidate's academic achievement, research proposal/statement of research topic, and references are reviewed.

**Application Instructions** Candidates must include information on their research proposal/statement with their application.

**Note** Selection of the recipient will be made by a committee chaired by Dean of Graduate Studies. Recipients of these awards are ineligible for receipt of the Canfor Legacy Endowed Scholarships and Bursaries and vice versa.

**Established** 2000

### ***Canfor Legacy First Nations Scholarship***

Canfor is a leading Canadian integrated forest products company with strong roots in northern British Columbia. With the purchase of Northwood Inc. in 1999, Canfor is the largest producer of softwood lumber and market pulp in Canada. Canfor is committed to innovative practices that foster growth and create opportunities in the north. Canfor Legacy Awards are provided yearly to commemorate Legacy Northwood's commitment to the University of Northern British Columbia and its students. In continuation of the original intent of these awards, they will recognize those students who achieve academic excellence and strive to prepare themselves for exciting careers.

**Donor** Canfor Corporation

**Value** \$1,500

**Number** One

**Eligibility** Available to a full-time student who has completed at least 30 credit hours and has declared a major in an undergraduate program in one of the following areas: Natural Resources Management, Business Administration, or Health; or, be enrolled in one of the following Graduate program areas: Natural

Resources Management, Health, or Education. Preference will be given to a First Nations student.

**Criteria** Academic proficiency.

**Note** Selection of the recipient will be made by a committee chaired by the Dean of Graduate Studies. Recipient of this award is ineligible for receipt of the Canfor Annual Scholarships and Bursaries and vice versa.

**Endowed** 1993

### ***Canfor Legacy Graduate Bursaries***

Canfor is a leading Canadian integrated forest products company with strong roots in northern British Columbia. With the purchase of Northwood Inc. in 1999, Canfor is the largest producer of softwood lumber and market pulp in Canada. Canfor is committed to innovative practices that foster growth and create opportunities in the north. Canfor Legacy Awards are provided yearly to commemorate Legacy Northwood's commitment to the University of Northern British Columbia and its students. In continuation of the original intent of these awards, they will recognize those students who achieve academic excellence and strive to prepare themselves for exciting careers.

**Donor** Canfor Corporation

**Value** \$2,500

**Number** Two

**Eligibility** Candidates must meet UNBC admission, enrolment and full-time attendance requirements in graduate studies. The bursaries will be awarded to candidates who are enrolled in a Graduate program area specializing in the areas of Natural Resources Management.

**Criteria** Final selection will be based on academic excellence and demonstrated financial need.

**Application Instructions** Candidates must complete the financial need section of the Graduate Awards application form.

**Note** Selection of the recipients will be made by a committee chaired by the Dean of Graduate Studies. Recipients of these awards are ineligible for receipt of the Canfor Annual Scholarships and Bursaries and vice versa.

**Endowed** 1993

### ***Canfor Legacy Graduate Scholarships for the Advancement of Northern British Columbia***

Canfor is a leading Canadian integrated forest products company with strong roots in northern British Columbia. With the purchase of Northwood Inc. in 1999, Canfor is the largest producer of softwood lumber and market pulp in Canada. Canfor is committed to innovative practices that foster growth and create opportunities in the north. Canfor Legacy Awards are provided yearly to commemorate Legacy Northwood's commitment to the University of Northern British Columbia and its students. In continuation of the original intent of these awards, they will recognize those students who achieve academic excellence and strive to prepare themselves for exciting careers.

**Donor** Canfor Corporation

**Value** \$4,500

**Number** Two

**Eligibility** Candidates must meet UNBC admission, enrolment and full-time attendance requirements in graduate studies. Candidates will be enrolled in a Graduate program that is particularly relevant to residents and communities of northern British Columbia. Preference will be given to the areas of Community Health and Educational Counselling.

## **AWARDS AND FINANCIAL AID**

**Criteria** Final selection will be based on academic excellence.

**Application Instructions** Candidates are required to submit a copy of their research abstracts with their application.

**Note** Selection of the recipients will be made by a committee chaired by the Dean of Graduate Studies. Recipients of these awards are ineligible for receipt of the Canfor Annual Scholarships and Bursaries and vice versa.

**Endowed** 1993

### ***Chan Sisters Foundation Award***

The Chan Sisters Foundation is dedicated to helping individuals overcome financial obstacles so they can excel in their chosen endeavors to their full potential. The Chan Sisters wish to support very bright students who demonstrate a strong obligation to contribute to their community and to give back to others the generosity that has been bestowed upon them.

**Donor** The Chan Sisters Foundation

**Value** \$2,500

**Number** One

**Eligibility** Available to a full-time graduate student.

**Criteria** Academic excellence, demonstrated community leadership/involvement. Final selection will be made on the basis of greatest financial need.

**Application Instructions** Candidates must include information on their community leadership/involvement with their application and complete the financial need section of the form.

**Note** Selection of the recipients will be made by a committee chaired by the Dean of Graduate Studies.

**Endowed** 2000

### ***David Fish Memorial Graduate Award***

Dr. David Fish joined UNBC in 1992 as the founding Dean of Health and Human Sciences. Dr. Fish spent much of his life improving health issues worldwide through teaching and research as well as membership in agencies such as UNICEF and the National Health Research and Development Program. After his retirement in 1997, Dr. Fish took on a new challenge in Kenya developing a regional AIDS training network while his wife Elena worked with AIDS orphans. The foundation Dr. Fish established for the UNBC Health and Human Sciences program continues to support a strong teaching and research-based faculty.

**Donor** Colleagues and friends of Dr. David Fish and UNBC.

**Value** TBA

**Number** TBA

**Eligibility** Available to a student who is enrolled full-time or part-time in the Faculty of Health and Human Sciences as a graduate student who can demonstrate work or projects in the area of Rural and Remote Health. Preference will be given to a student who is a permanent resident of northern BC.

**Criteria** Satisfactory academic standing.

**Application Instructions** Candidates must supply information attesting to their work or project in the area of Remote and Rural Health with their application.

**Note** Selection of the recipient will be made by a committee chaired by the Dean of Graduate Studies.

**Endowed** 2000

### ***Doug Floyd Memorial Fellowship***

Harold Douglas Floyd was born in 1932 in Meadow Lake, Saskatchewan and began his career with West Fraser in 1952. Throughout his career he worked in nearly every area of the company employing a unique mix of humility, leadership, and respect for employees, traits which have defined West Fraser's culture since Doug retired in 1987 in the role of Chief Operating Officer. Until his sudden death at the age of 59, Doug remained close with the community of Quesnel. With a strong personal code of ethics, which included the values of honor, fair play and loyalty, Doug became an inspiring leader who made work and life more fun for everyone around him. In memory of Doug's tremendous contribution to the company and his close friendship with the shareholders and employees, West Fraser is proud to establish a fellowship in his name.

**Donor** West Fraser Timber Co. Ltd.

**Value** \$15,000

**Number** One

**Eligibility** Available to a full-time graduate student enrolled in Natural Resources and Environmental studies. The candidate will be studying within the Growth and Yield Research program, under the supervision of the Chair of Growth and Yield.

**Criteria** Academic excellence

**Application Instructions** Candidates must supply information regarding their research thesis/topic with their application.

**Note** The candidate will be selected by a committee chaired by the Dean of Graduate Studies.

**Established** 2000

### ***Doug Floyd Memorial Scholarships***

Harold Douglas Floyd was born in 1932 in Meadow Lake, Saskatchewan and began his career with West Fraser in 1952. Throughout his career he worked in nearly every area of the company employing a unique mix of humility, leadership, and respect for employees, traits which have defined West Fraser's culture since Doug retired in 1987 in the role of Chief Operating Officer. Until his sudden death at the age of 59, Doug remained close with the community of Quesnel. With a strong personal code of ethics, which included the values of honor, fair play and loyalty, Doug became an inspiring leader who made work and life more fun for everyone around him. In memory of Doug's tremendous contribution to the company and his close friendship with the shareholders and employees, West Fraser is proud to establish a UNBC scholarship fund in his name.

**Donor** West Fraser Timber Co. Ltd.

**Value** \$2,500

**Number** Two

**Eligibility** Available to full-time graduate students. Preference will be given to students who are residents of Quesnel School District #28. Second preference will be given to students who are residents of northern British Columbia.

**Criteria** Academic proficiency.

**Application Instructions** Candidates must complete the question on northern BC residency on the application form.

**Note** Selection of the recipient will be made by a committee chaired by the Dean of Graduate Studies.

**Endowed** 1993

**George W Baldwin, QC Graduate Scholarship**

**Donor** Mrs. Daphne Baldwin

**Value** \$2,000

**Number One**

**Eligibility** Available to a full-time graduate student who is a Canadian citizen and who is undertaking original research in the history of British Columbia, Alberta, and the Yukon. Preference will be given to a resident in the area of study described above.

**Criteria** Academic proficiency and community service.

**Application Instructions** Candidates must include information on their thesis proposal, curriculum vitae, and a letter outlining their community service with their application form.

**Note** The selection will be made by the Faculty, the Chair of History, and one or two designated members of the Baldwin family. The recipient may apply for a second or subsequent allocation.

**Endowed** 1994

**Governor General's Gold Medal**

**Donor** The Governor General of Canada

**Value** Gold medal

**Number One**

**Eligibility** Awarded in the final year to the graduate student who has the highest overall academic standing in his/her degree program.

**Criteria** Academic excellence, including thesis/project.

**Note** Selection of the recipient will be made by a committee chaired by the Dean of Graduate Studies. This award may rotate between Faculties each year.

**Established** 1996

**Graduate Entrance Scholarships**

**Value** \$10,000, renewable for one year

**Number** Up to Twenty

**Eligibility** Available to full-time students entering a graduate studies program at UNBC.

**Criteria** Academic excellence

**Note** Student must apply to for admission to a UNBC graduate program to be considered. The Graduate Studies Committee will nominate the recipients.

**Application Instructions** Complete question #3 on the *Application for Admission to Graduate Studies* form and include the documentation indicated on the form. The deadline to apply is February 17.

**John Prince Research Forest Fellowship**

Management of the John Prince Research Forest is based on an equal partnership between UNBC and the Tl'azt'en First Nation. Located approximately 50 km northwest of Fort St. James, BC, the research forest provides excellent opportunities for interdisciplinary research including First Nations Studies, Forestry, Ecology, Outdoor Recreation, Biology, and Natural Resource Planning.

**Donor** The John Prince Research Forest

**Value** \$10,000

**Number One**

**Eligibility** Available to a full-time graduate student at UNBC conducting research which furthers the mandate of the John Prince Research Forest. Applications are particularly encouraged from individuals of Aboriginal heritage or who have a strong

commitment to Aboriginal participation in natural resources management.

**Criteria** Academic excellence.

**Application Instructions** Applicants must submit copies of their university transcripts, a statement of qualification, a two-page research proposal, and letters of recommendation from two university faculty members and one external referee solicited by the candidate.

**Note** A committee appointed by the John Prince Research Forest Board of Directors will review the applications and nominate a recipient. The recipient may reapply for a second year of support subject to budget approval by the Research Forest Board and demonstrated satisfactory research progress.

**Established** 2001

**Liane Flick – Prince George Alzheimer's Society Graduate Research Scholarship**

Founded in 1989, the mission of the Prince George Alzheimer's society is to alleviate the personal and social consequences of Alzheimer's Disease (AD) and related dementia, to promote public awareness and research into the causes and the cures of this life-altering illness. To this end, a graduate research scholarship has been established at UNBC.

**Donor** Prince George Alzheimer's Society

**Value** \$1,000

**Number One**

**Eligibility** Available to a full or part-time graduate student who has demonstrated interest in, or experience with, dementia-related issues.

**Criteria** Academic excellence.

**Application Instructions** Provide your thesis proposal from your intended thesis topic. Include a statement regarding your interest in, or experience with, dementia-related issues.

**Endowed** 2002

**McLean Foundation Scholarship**

The McLean Foundation was established in 1945 by the late Mr. J.S. McLean. The Foundation is supportive of all facets of Canadian society, with an emphasis on education.

**Donor** The McLean Foundation

**Value** \$1,500

**Number One**

**Eligibility** Available to a full-time graduate student enrolled in the Community Health Sciences program. The candidate will be enrolled in their second year of the program and will have attended UNBC for the first year. Preference will be given to a First Nations student.

**Criteria** Academic excellence.

**Note** Selection of the recipient will be made by a committee chaired by the Dean of Graduate Studies.

**Endowed** 1996

**Patrick Lloyd Graduate Scholarship**

Patrick D. Lloyd, Executive Vice President, BC Gas, was raised in the Queen Charlotte Islands and Terrace, BC. He received his BA from the University of Victoria and LLB/MBA from York University and joined BC Gas the next year. As a strong supporter of the university, he advocated UNBC's establishment through a group that he founded—The Alumni that Never Were. "I am sure I am like a great many others who grew up in northern BC—going to university meant leaving the north, generally forever. Hopefully UNBC will help change this."

## AWARDS AND FINANCIAL AID

**Donor** Patrick D. Lloyd

**Value** \$2,000

**Number** One

**Eligibility** Available to a graduate student with a demonstrated interest in studying the rivers and creeks of northern BC as it pertains to his/her geography, history, biology, archaeology, economics (fisheries), environmental studies or recreation program. Preference will be given to a student focusing on the rivers and creeks of northwestern BC including the Queen Charlottes (i.e. those that flow into the Pacific north of Bella Bella). Preference will be given to a student who is a permanent resident of northern BC and who demonstrates an intent to remain in this region.

**Criteria** Academic proficiency.

**Application Instructions** Candidates must submit information on their research intent with their application.

**Note** Selection of the recipient will be made by a committee chaired by the Dean of Graduate Studies.

**Established** 1997

### ***Sophie Thomas Bursary***

Sophie Thomas is a respected elder, teacher and traditional healer from the Saik'uz First Nation who has provided healing plant medicines to people in many parts of the world. Sophie believes that if we take care of the land, it will take care of us. It is Sophie's desire to protect the forest from activities that could threaten water supplies, traditional plants and wildlife. This bursary is intended for students that have a desire to study and protect the natural environment and/or promote the use of traditional medicines. Students should have an interest in the protection of traditional plant species found in the forests of BC.

**Donor** Sophie Thomas Foundation, Carrier Sekani Family Services and the Saik'uz First Nation

**Value** \$1,000

**Number** One

**Eligibility** Available to a full or part-time student who has completed at least 30 credit hours with an identified major in one of the following areas: Community Health Science, First Nations Studies, Natural Resources or Environmental Studies (Biology, Environmental Studies, Forestry).

**Criteria** Demonstrated financial need and academic proficiency.

**Application Instructions** Attach a letter outlining your career goals and how they relate to the protection, use and study of traditional plants. Complete the financial need section of the awards application form.

**Note** A committee consisting of representatives from the Sophie Thomas family, Saik'uz First Nation, UNBC, Carrier Sekani Family Services and the Carrier Sekani Tribal Council will select the recipient.

**Endowed** 2002

### ***Sun Life Financial Rural and Remote Health Research Award***

Sun Life Financial is a leading financial service organization offering a wide range of financial products and services to individuals, corporations, and other organizations from retirement savings products, life and health insurance products, trust and banking services, investment funds, mortgages and more.

Sun Life's support of the Rural and Remote Health Research Awards fits with their concern for improving the quality of health care for all Canadians.

**Donor** Sun Life Financial

**Value** \$1,000

**Number** One

**Eligibility** Available to a full-time graduate student conducting research on rural health topics.

**Criteria** Academic excellence.

**Application Instructions** Candidates must provide research abstracts from their intended research topic.

**Endowed** 2000

### ***UNBC Graduate Scholarships***

**Donor** The University of Northern British Columbia

**Value** \$1,125

**Number** Eight

**Eligibility** Available to full-time students commencing a graduate program at UNBC.

**Criteria** Academic achievement.

**Note** Selection of the recipients will be made by a committee chaired by the Dean of Graduate Studies.

**Established** 1994

### ***William Dow Ferry Graduate Fellowship in Political Science***

William Ferry, whose family moved to Prince George when he was six, was the Founding President, in 1938, of Prince George's Junior Chamber of Commerce. He served on the Hospital Board from 1949 to 1961, and was elected to City Council four times between 1950 and 1955, at the head of the poll. Judge Ferry practiced law in Prince George from 1949—he was junior council to John Diefenbaker in a celebrated 1951 trial—until 1961, when he was appointed Judge of the County Court of Cariboo, requiring a move to Williams Lake. In 1983 he retired in north Vancouver with his wife, Geraldine.

**Donor** Judge William Dow Ferry

**Value** \$4,000

**Number** One

**Eligibility** Available to a full-time graduate student enrolled in Political Science who has graduated from an appropriate undergraduate degree program with a cumulative GPA of 3.33 or better. Preference will be given to a recipient who is a resident of northern British Columbia and who demonstrates an intention to remain in this region.

**Criteria** Academic excellence and community involvement. Final selection will be made on the basis of superior academic achievement.

**Application Instructions** Applicants must include a statement outlining their community involvement with their application.

**Endowed** 1997

### ***Yvette and Dollard Bock Health Research Award***

Yvette and Dollard Bock were long-time residents of Prince George, raising seven children in the city. Dollard Bock was a forester with sawmills in the Prince George area. Their wish was to direct funding in the area of medical research.

**Donor** Pierre Bock

**Value** \$4,000

**Number** One

**Eligibility** Available to a full-time graduate student enrolled in the Community Health Science program. Students applying for this award must have completed all of the required course work towards their degree and will have initiated a research thesis

germane to rural and remote health. Preference will be given to a student who is a permanent resident of northern BC.

**Criteria** Satisfactory academic standing.

**Application Instructions** Provide your thesis proposal from your intended thesis topic.

**Endowed** 2002

## 2. Open Awards

These awards may be available to all categories of students including new post-secondary, transfer, in-course, and graduate.

### **Beta Sigma Phi Bursary**

Beta Sigma Phi City Council, Prince George Chapter, invited all BC Chapters under the Beta Sigma Phi umbrella to establish a student award with UNBC. Following the association's motto of life, learning, friendship, several BC Chapters continue to support this initiative.

**Donor** BC Chapters of Beta Sigma Phi

**Value** \$1,500

**Number** One

**Eligibility** Available to a student enrolled in a minimum six credit hours per semester at UNBC. The recipient will be a member of a Beta Sigma Phi Chapter or the immediate family member of such a sorority member. Recipient will be a Canadian citizen with preference given to a permanent resident of BC.

**Criteria** Demonstrated financial need and academic proficiency.

**Application Instructions** Candidates must provide name of the active sorority member, the sorority chapter and location with their application. The deadline to apply for this award is April 1.

**Endowed** 1995

### **Bill Reid Award**

Bill Reid has been described as the individual who "single-handedly revived the art of the Haida people." For many years, Bill Reid dreamed of helping the northwest coast return to the glory of its artistic past. To bring reality to this vision, friends have established this award.

**Donor** Supporters of northwestern arts

**Value** TBA

**Number** One

**Eligibility** Available to a full-time student, teacher or professor at or associated with the University of Northern British Columbia.

**Criteria** Demonstrated high level of academic and social excellence. A project or program proposal must be submitted to the University and fund directors. Evaluations will be based on the potential to promote, preserve, or present the performing, verbal or visual arts of the northwest coast aboriginal peoples of British Columbia.

**Application Instructions** Candidates must include information on their project or program proposal with their application form.

**Note** The awards shall, as and where appropriate, alternate each year in support of a performing, verbal or visual arts project or program. The recipient may re-apply for the award for up to a maximum of three years. Selection of the recipient will be made by a committee chaired by the Dean of the College of Arts, Social and Health Sciences. The deadline to apply for this award is April 1.

**Established** 1993

### **Cora Donald Bursary**

The BC Tel Pioneers are a non-profit organization of active and retired employees in the telecommunications industry. This bursary has been established in memory of the first Prince George chief telephone operator.

**Donor** The BC Tel Pioneers

**Value** \$1,000

**Number** One

**Eligibility** Available to a full-time undergraduate or graduate student. Preference will be given to a candidate who indicates a career path in the telecommunications field.

**Criteria** Academic proficiency and demonstrated community/volunteer service in the Prince George community.

**Application Instructions** Candidates must submit information on their community/volunteer service and a statement on career goals with their application.

**Note** Subject to passing grades, the same student may apply for this award more than once. The deadline to apply for this award is April 1.

**Endowed** 1999

### **Daphne Anderson Memorial Prize**

Daphne Anderson (1939-1977) was the first teacher of Sm'algayx (Coast Tsimshian) in a public school. This was one of the first examples of the education system's involvement in the revitalization of First Nations languages. This prize will provide the opportunity to develop new initiatives in the area pioneered by Mrs. Anderson.

**Donor** Established by Mrs. Anderson's extended family and friends.

**Value** TBA

**Number** One

**Eligibility** Available upon application or nomination to individuals or groups who have contributed to the well being of one of the First Nations languages within the UNBC region served by the College of New Caledonia, the Northern Lights Community College and the Northwest Community College.

**Criteria** This prize will be based on individual achievement, community activities, and/or published studies or curriculum materials that contribute to a First Nations language well being. Selection will be based on the committee's assessment of the degree to which each submission demonstrates originality, excellence, and impact on one or more languages of the region.

**Note** The selection committee will consist of a UNBC First Nations program faculty member, a member of the Senate Committee on First Nations, and a designate of the extended family of the late Daphne Anderson. The deadline to apply for this award is April 1.

**Established** 1998

### **David Hoy Memorial Scholarships**

David Hoy began his career as a logger in the Fort St. James area when, at the age of twenty, he started his operations under the company name Tsayta Contracting Ltd. From there the number of companies has grown to sixteen or more. He was a very dynamic individual who was far ahead of his years. He died in a crash on August 5, 1998 while flying his helicopter and cruising timber in the Fort St. James area. He leaves behind three children, two sons and one daughter. His two sons are currently studying to be Registered Professional Foresters and they will likely follow their Dad's footsteps. The companies David was

## AWARDS AND FINANCIAL AID

involved with along with his two partners, Ken Rasmussen and Keith Playfair, employed the largest number of individuals in the area except for the mills. David was an excellent businessman with a big heart who helped almost everyone he touched in some manner or other. He was highly respected by his business associates and loved very much by his family.

**Donor** Mrs. Lori Hoy

**Value** \$1,000

**Number** Two

**Eligibility** Available to a full-time student. One scholarship will be awarded to a student from the Fort St. James area who is enrolled in the Forestry program. The second scholarship will be awarded to any student enrolled in the Forestry program who has indicated that she/he will continue to pursue her/his studies to become a registered Professional Forester.

**Criteria** Satisfactory academic standing.

**Application Instructions** Candidates must include a letter outlining their career goals with their application form.

**Note** In the event that there are no applicants from the Fort St. James area, the award will be given, at the discretion of the University, to a student who is from an outlying community (e.g. Vanderhoof, Fort Fraser, Burns Lake). The deadline to apply for this award is April 1.

**Endowed** 2000

### ***Pepsi Annual Athletic Awards***

The Pepsi Bottling Group is the world's largest manufacturer, seller and distributor of Pepsi-cola beverages — some of the world's most recognized consumer brands. PBG is a publicly traded company that generates nearly \$8 billion in annual sales. It operates in the US, Canada, Spain, Greece, and Russia, accounting for about one third of the Pepsi-cola volume in the world, and employs 38,700 people worldwide. As part of PGB's continuing support of UNBC, support has been directed toward the Athletics Department.

**Donor** Pepsi Bottling Group

**Value** \$1,450 each

**Number** Two

**Eligibility** Available to full-time students enrolled in any degree program at UNBC who are active participants in the varsity athletic program. One award will be given to a female student and one to a male student each year.

**Criteria** Academic proficiency

**Note** Candidates will be nominated by their coach.

**Established** 2000

### ***UNBC Founders Bursary***

In 1988, almost 16,000 individuals signed a historical document, the petition submitted to the Provincial Government requesting the establishment of a university in northern BC. To commemorate the support of the petition signers, this bursary will act as a legacy to the ambition and foresight of those founding supporters of UNBC.

**Donor** Petition Signers

**Value** \$1,000

**Number** TBA

**Eligibility** Available to fulltime students who are residents of northern British Columbia.

**Criteria** Demonstrated financial need, academic proficiency, and community service/volunteerism.

**Application Instructions** Applicants will provide at least one but not more than three testimonial letters attesting to their keen spirit and personal initiative as a current volunteer in a community social service group. Applicants must also provide a letter outlining the type and extent of their volunteer activities.

**Note** The deadline to apply for this award is April 1.

**Endowed** 1998

## ■ III. Financial Aid

### **British Columbia Student Assistance Program (full-time students)**

Students may borrow money in the form of a government student loan on a promise to repay the loan at a specified time in the future.

Government student loans are available to students who can demonstrate financial need. Therefore, funds are only loaned to students whose financial resources from parents, summer employment, part-time work and other sources do not cover the estimated cost of their education.

Canada Student Loans, a federal program, and British Columbia Student Loans, a provincial program, both provide interest-free loans for full-time students who are Canadian citizens or permanent residents.

#### ***Eligibility***

To be eligible for BC funding, students must be residents of British Columbia as defined by established governmental criteria. Assistance will be provided to eligible students who will be enrolled in a minimum 60% or nine credit hours of a full program of studies each semester, or be enrolled as full-time graduate students.

#### ***Application***

Application for federal and provincial loans is made through a single application form, available from the Ministry of Advanced Education, Training and Technology (1-800-561-1818), or from any college or university. Students may apply for loans before they have been accepted at the educational institution of their choice. In order for funding to be in place at the onset of Fall classes, it is advisable for students to submit their loan application before June 30. Students who apply after that date may not receive their loans until well into the semester and may not qualify for tuition deferments.

Applications may also be submitted electronically through the Ministry's web site at [www.bcsap.bc.ca](http://www.bcsap.bc.ca).

#### ***Students From Other Provinces***

Students from other provinces are required to seek information from their respective provincial student assistance branches.

## Government Part-time Loans and Grants

Federal loans are also available for part-time students. These loans fund only direct educational expenses such as tuition, books, supplies, and childcare while the parent is at school.

Canada Study Grants for High-need Part-time Students assist students who are unable to meet the eligibility requirements of the full-time loans program and whose income falls below a prescribed threshold. Students with dependants who receive a high-need part-time grant may also qualify for additional assistance in the form of a Canada Study Grant for Students with Dependants.

### Eligibility

Students must be Canadian citizens residing in a province that issues Canada Student Loans, and be taking between 20 and 59% (less than nine credit hours per semester) of a full course load, or be enrolled as part-time graduate students.

### Application

To be eligible for part-time federal or provincial grants, students must apply for a federal part-time loan, as grant eligibility is determined using the federal loan criteria. A single application form for the part-time Canada Loan and/or Canada Study Grants must be submitted to the UNBC Awards, Financial Aid and Student Employment office for consideration.

If applicable, grant monies will be awarded first, and any remaining unmet need will be met through a federal part-time loan document.

Further information on part-time loans and grants is available from the Awards, Financial Aid and Student Employment office.

## Canada Study Grants for Female Doctoral Students

To increase the participation of women in certain fields of study at the doctoral level, the federal government offers Canada Study Grants as part of the Canada Student Loans Program. Female doctoral students may qualify for a Canada Study Grant of up to \$3,000 per year for a maximum of three years.

Since funding is limited, grants may not be available for all applicants, although attempts will be made to assist as many students as possible. Students are therefore encouraged to apply at their earliest convenience.

## Assistance for Students with Permanent Disabilities

As part of the Canada and Provincial Student Loans Program, three assistance options are available for full-time or part-time students with permanent disabilities: Canada and Provincial Student Loan Assistance, Canada Study Grants, and Permanent Disability Benefits.

## Canada and Provincial Student Loan Assistance

Relaxed eligibility criteria for Canada Student Loan Assistance are designed to encourage full-time or part-time students with permanent disabilities to participate in post-secondary education. For example, a full-time student with a permanent disability may be eligible for full-time loan assistance if he or she is enrolled in a minimum 40% or six credit hours of a full program of study or is in part-time graduate studies. To be eligible for federal grants, students must first apply for loan funding to cover their direct educational costs.

## Canada Study Grants for Students with Disabilities

Federal Canada Study Grants are designed to assist students with disabilities with the exceptional education-related costs associated with certain permanent disabilities. The grants are to be used for the purchase of goods and services which will help the students access post-secondary education. Technical aids, computer technology, and tutors are examples of eligible goods and services; tuition and books will not be funded under this program. Students must complete a separate application form if they wish to be considered for a Canada Study Grant.

For more information on how to apply for a Canada Study Grant for Students with Disabilities, please contact the UNBC Disabilities Advisor in Disability Services.

## Permanent Disability Benefit

The Permanent Disability Benefit is designed to assist students who, because of their disability, are unable to meet the repayment obligations for a Canada Student loan without exceptional hardship. A separate application form must be completed for students who wish to apply for the Permanent Disability Benefit.

## Information

Additional information and application forms for federal and provincial student assistance programs as described above are available in Disability Services at UNBC, at any other post-secondary institution in BC, or by contacting the Ministry of Advanced Education, Training and Technology toll-free at 1-800-561-1818. Information can also be obtained by accessing the Ministry's web site at [www.aved.gov.bc.ca/studentsservices/](http://www.aved.gov.bc.ca/studentsservices/).

## IV. Student Employment

The Awards, Financial Aid and Student Employment Centre provides students with information on a variety of employment opportunities which include part-time, full-time and seasonal or summer work positions.

Employment opportunities are posted on the Job Board located outside the Registrar's Office. Students may also view job postings on the Job Centre Web Site at [www.unbc.ca/jobboard](http://www.unbc.ca/jobboard).

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*Housing and Conference Services Manager*—Randall Brazzoni, BPE (Calgary)

**Office of First Nations Centre**

*Co-ordinator*—Paul Michel, MEd (Simon Fraser)

**Health and Safety Office**

*Health and Safety Manager*—Peter Hickey, BGS (Simon Fraser)

**Human Resources**

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**International Centre**

*Co-ordinator*—Carolyn Russell, BA (Northern British Columbia)

**Office of Institutional Analysis and Planning**

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**Procurement, Contract Administration and Risk Management**

*Manager*—Sheila Keith

**Office of Regional Operations**

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*Regional Chair, Northwest*—Leslie King, BA Hons (British Columbia) MEd (Toronto) MES (York) PhD (London School of Economics and Political Science)

*Regional Chair, Peace River—Liard*—Orland Wilkerson, BA (Abilene Christian) BSc PhD (Victoria)

*Regional Chair, South Central*—Ellen Facey, BA Hons (W. Ontario) PhD (Sydney)

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*Regional Services Librarian*—Nancy E. Black, BA (Waterloo) MLS (Dalhousie)

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*Electronic Services Librarian*—Charles Hogg, BA (Northern British Columbia) MLIS (British Columbia)

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*Reference/Circulation Librarian*—JoAnn Murphy, BA (Lethbridge) MLIS (Alberta)

# Faculty

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## College of Arts, Social and Health Sciences

*Acting Dean*—Paul Madak, BA (St. Bonaventure) MA PhD (Manitoba)

### **Anthropology**

Jim McDonald, Associate Professor and Program Chair—BA Hons (Manitoba) MA (Alberta) PhD (British Columbia)

Michel Bouchard, Lecturer—BA (Toronto) MA (Laval)

Ellen Facey, Associate Professor and Regional Chair—BA (W. Ontario) PhD (Sydney)

Richard Lazenby, Associate Professor—BA/MA (Simon Fraser) PhD (McMaster)

Farid Rahemtulla, Lecturer—BA (Alberta) MA (Toronto) MA (Simon Fraser)

Angele Smith, Assistant Professor—BA (Toronto) MA (McMaster) PhD (Massachusetts)

### **Adjunct Faculty**

Mike Evans, Adjunct Professor—BA (Victoria) MA PhD (McMaster)

### **Community Health Science**

Harvey Thommasen, Professor and Program Chair—BSc (McGill) MD MSc (British Columbia) Certification in Family Medicine, College of Family Physicians of Canada

Karen Kelly, Associate Professor—RN (Fanshawe) BSN (Alberta) MSc (Queen's) PhD (Alberta)

Martha MacLeod, Associate Professor—BA MA (Toronto) PhD (Edinburgh) RN

Kenneth Prkachin, Professor—BA MA PhD (British Columbia) R.Psych

Don Voaklander, Associate Professor—BPE (Alberta) MSc (Queen's) PhD (Alberta)

### **Adjunct Faculty**

David J. Bowering, Adjunct Professor—MD MSc (British Columbia)

Betty Calm, Adjunct Faculty—MCISc (Western Ontario) CCFP (College of Family Physicians) MD (British Columbia)

George L. Deagle, Adjunct Professor—MD MClIn Sci (Western Ontario) CCFP FCFPC

Gerry Ewert, Adjunct Faculty—BA Hons MEd (Alberta) MEd PhD (Harvard)

Barend Grobbelaar, Adjunct Faculty—CCFP (College of Family Physicians) LMCC (Medical Council of Canada) MBBch BAO (National University of Ireland)

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Catherine A. Hagen, Adjunct Professor—MD (Calgary) MSc (McGill) CCFP

Marion Healey-Ogden, Adjunct Professor—BSN (British Columbia) MA (Victoria) MEd Candidate (Northern British Columbia)

Bent Hougesen, Adjunct Professor—MD (Toronto) CCFP (EM) FRCPC CCFP CCML

Lorna M. Medd, Adjunct Professor—BA BSc MD (Manitoba) MSc (British Columbia) FRCPC

Ian D. Schokking, Adjunct Professor—MD (Toronto) MSc (McGill) CCFP

James Tousignant, Adjunct Faculty—BA Hons (Alberta) MSc (Washington) PhD (Washington)

### **Disability Management**

Henry Harder, Associate Professor and Program Chair—BEd MA EdD (British Columbia)

Erin Beveridge, Senior Lab Instructor—BSc (Northern British Columbia)

### **Economics**

Tomson Ogwang, Associate Professor and Program Chair—BStat Hons (Makerere) MA (Leeds) PhD (Dalhousie)

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Nancy Carson, Lecturer—BA Hons MA (Western Ontario)

Fiona MacPhail, Associate Professor—BA Hons MA (Guelph) MA (Sussex) PhD (Dalhousie)

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Baotai Wang, Assistant Professor—BA MA (People's University of China) MA (Windsor) PhD (Dalhousie)

### **Education**

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Colin Chasteauneuf, Lecturer—BEd Med (Victoria)

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Judith Lapadat, Associate Professor—BA Hons MSc (British Columbia) PhD (Simon Fraser)

Peter MacMillan, Associate Professor—BSc Ed. Cert. MA (British Columbia), PhD (Alberta)

Trudy Mothus, Lecturer—BEd (Victoria) MEd (Northern British Columbia)

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Dennis Procter, Assistant Professor—BSc Hons (Canterbury) BEd (Calgary) Ed. Cert. MSc (British Columbia) PhD (Alberta)

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### **Adjunct Faculty**

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### **English**

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 Jo-Anne Fiske, Professor—BEd MA PhD (British Columbia)  
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 Antonia Mills, Associate Professor—BA Hons PhD (Harvard)

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 Charles Jago, Professor and President—BA (W Ontario), PhD (Cambridge)  
 Mary-Ellen Kelm, Associate Professor—BA (Windsor) MA (Simon Fraser) PhD (Toronto)  
 William Morrison, Professor—BA Hons MA (McMaster) PhD (W Ontario)  
 Jonathan Swainger, Associate Professor—BA (Lethbridge) MA (Calgary) PhD (W Ontario)

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**International Studies**

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 Tamami Hagiwara, Lecturer  
 Don Munton, Professor—BA MA (British Columbia) PhD (Ohio State)  
 Heather Myers, Associate Professor—BA Hons MA (Toronto) MPhil PhD (Cambridge)  
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 Hiroe Wood, Lecturer

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 Gary Wilson, Assistant Professor—BA (Carleton) MA PhD (Toronto)  
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 Julie Orlando, Senior Lab Instructor  
 William Owen, Assistant Professor—BSc Hons (Augustana University College) MA PhD (Saskatchewan)  
 Glenda Prkachin, Associate Professor—BA Hons MA (Carleton) PhD (British Columbia)  
 Kenneth Prkachin, Professor—BA Hons MA PhD (British Columbia) R.Psych  
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 Henry Harder, Adjunct Professor—BEd MA PhD (British Columbia) R. Psych  
 Bruno Zumbo, Adjunct Professor—BSc (Alberta) MA PhD (Carleton)

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 Margo Greenwood, Assistant Professor—BEd (Alberta) MA (Victoria)  
 Dawn Hemingway, Assistant Professor—BA (Simon Fraser) MSc MSW (Northern British Columbia)  
 Arlene Herman, Assistant Professor—BSW MSW (Temple)  
 Barbara Isaac, Assistant Professor—BSW Hons MSW (Victoria)  
 Shereen Ismael, Assistant Pofessor—BA (Calgary) MA (World Learning Institute) MSW (Carleton) PhD (Calgary)  
 Heather Peters, Assistant Professor—BA (Saskatchewan) BSW (British Columbia) MSW (Carleton)

## **FACULTY**

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Kwong Leung Tang, Professor—BSoc Sc Hons MSW (Hong Kong) MSc (London School of Economics) LLB Hons (London) LLM (Cambridge) PhD (California, Berkeley)

Si Chava Transken, Assistant Professor—BA BSW (Laurentian) MA PhD (Toronto)

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Barbara Herring, Adjunct Professor—BA (Alberta) BSW MSW (British Columbia) PhD (Victoria)

### ***Women's Studies***

Jo-Anne Fiske, Associate Professor—BEd MA PhD (British Columbia)

Deborah Poff, Professor—BA Hons (Guelph) BA Hons (Queen's) MA (Carleton) PhD (Guelph)

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Suzanne LeBlanc, Instructor—BA MA PhD (Toronto)

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Keith Egger, Professor and Program Chair—BSc (Calgary) PhD (Victoria)

Jenia Blair, Senior Lab Instructor—BSc (Victoria)

Max Blouw, Professor and Vice President Research—BSc MSc (Manitoba) PhD (New Brunswick)

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Russell Dawson, Assistant Professor—BSc PhD (Saskatchewan)

Michael Gillingham, Associate Professor—BSc (McGill) PhD (British Columbia)

Alex Hawley, Associate Professor and Director of NLUI—BSc Hons (Queen's) MSc (Manitoba) PhD (Saskatchewan)

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Susan Stevenson, Adjunct Professor—BA (Swarthmore) MSc (British Columbia)

### ***Business Administration***

William McGill, Dean and Acting Program Chair—BSA Hons MSc (Manitoba) PhD (Saskatchewan)

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Jing Chen, Assistant Professor—BS (Shanghai) MS (Beijing) PhD (Michigan)

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Peter Ostrowski, Assistant Professor—BSc MEng MBA (Toronto)

Charles Schell, Lecturer—BA (Victoria) MBA (Concordia)

Lloyd Spurrell, Associate Professor—BA Hons (Calgary) MSc (Calgary), PhD (Nebraska)

Rick Tallman, Assistant Professor—BSc (Manitoba) MBA (Toronto) Marketing Management Certificate (Western) PhD (Manitoba)

### ***Chemistry***

Ron Thring, Professor and Program Chair—BSc (Botswana and Swaziland) MAsC (Bradford UK) MSc (Saskatchewan) PhD (Sherbrooke)

Alida Hall, Senior Lab Instructor—BSc Hons MSc (Orange Free State South Africa)

Chow H. Lee, Associate Professor and NCIC Research Scientist—BSc Hons (New South Wales, Australia) PhD (Flinders, Australia)

Margot Mandy, Associate Professor—BSc Hons (Acadia) MSc PhD (Toronto)

Umesh Parshotam, Senior Lab Instructor—BSc (Texas) PhD (Western Ontario)

Guy Plourde, Associate Professor—BSc (Quebec) MSc PhD (Manitoba)

Kerry Reimer, Assistant Professor—BSc (British Columbia) MSc PhD (Simon Fraser)

Todd Whitcombe, Associate Professor—BSc Hons PhD (Victoria)

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David Dick, Adjunct Professor—BSc PhD (Windsor)

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Peter Jackson, Associate Professor and Program Chair—BSc Hons PhD (British Columbia)

Josef Ackerman, Associate Professor and Canada Research Chair—BSc (Toronto) MA (SUNY) PhD (Cornell)

Ron Thring, Professor—BSc (Botswana and Swaziland) MAsC (Bradford UK) MSc (Saskatchewan) PhD (Sherbrooke)

### ***Environmental Studies***

#### **Environmental Arts**

Annie Booth, Associate Professor—BA (Victoria) MES Arts and Planning (York) PhD (Wisconsin) MCIP

#### **Environmental Planning**

Douglas Baker, Associate Professor—BA MA (Simon Fraser) PhD (Waterloo) MCIP

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## **FACULTY**

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# Glossary

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*Note: words or phrases in italics are defined elsewhere in this glossary.*

**Academic discipline**—refers to any sanction imposed by the University for acts judged to be intellectually dishonest, including such things as cheating on exams, plagiarism, falsifying laboratory results, etc.

**Academic sanction**—the penalty imposed by the University for intellectual dishonesty. Penalties may include a warning, reassessment of the work, failure on the particular assignment or in the course, etc.

**Academic year**—the academic year at UNBC runs from September 1 until August 31 the following year.

**Admit**—students are admitted to the University and assigned a permanent student number effective on the date of their admission. See *enrol* and *registration*.

**Aegrotat standing**—Aegrotat (AEG) allows a student credit for a course even though the course requirements have not been completed due to medical or other difficulties. This standing is awarded only if the course instructor and the Dean agree that the student has demonstrated the capacity to deal with the course material satisfactorily.

**Alumni**—graduates of the University.

**Ancillary course**—a course in a program other than the home or primary program in which the student is majoring or minoring which has sufficient substantive content in common with the primary discipline to count as an equivalent course in that major or minor.

**Annual GPA**—calculated on the basis of grade point averages for credit hours completed during the awards year, May 1 to April 31.

**Appeal**—the act or process of requesting the review of a decision by an official of the University. Students may appeal decisions on transfer credit, grades, tests, assignments, final grades, questions of process, disciplinary action, etc. All appeals should first be made to the person responsible for the initial decision.

**Arts**—studies in two fundamental areas of human knowledge—humanities and social sciences—are called Arts.

**Assessment Report**—reference letter written in confidence by a referee for an applicant to Graduate Studies.

**Assistant and Associate Professors**—see *Professor*.

**Award**—an award may be a fellowship, scholarship, bursary, prize, or other monetary or non-monetary recognition assigned to a student.

**Award Units**—calculated by multiplying the credit hours completed during the specified term by the grade points received for those hours.

**Audit**—an official category by which a student is allowed to register in a credit course and attend lectures but may not be required to write the final examination and does not receive a grade or credit.

**BA, BComm, BEd, BSc, MA, MSc, MEd, MSW, PhD**—the most common abbreviations for degrees. In turn, they are: Bachelor of Arts, Bachelor of Commerce, Bachelor of Education, Bachelor of Science, Master of Arts, Master of Science, Master of Education, Master of Social Work, and Doctor of Philosophy.

**Bachelor, Master, and Doctor**—are the three levels of university degree, in ascending order. A Bachelor's degree can be earned when a student acquires a total of at least 120 credits (equivalent to four years of study for a full-time student). A Master's degree is typically attained by a graduate student who takes at least a further year of course-work and writes a thesis. Achieving a Doctorate typically requires, over an additional four year period, further courses and examinations, and then completion of a dissertation.

**BC Student Assistance Program**—is the official agency in the province which is responsible for supplying loans and bursaries to students. Loans and bursaries are dependent upon need and require a student to maintain full-time status (nine credit hours or more).

**Board of Governors**—the chief policy-making body of a Canadian university is usually known as the Board of Governors, with members appointed by government, elected from faculty, staff and student groups.

**Bursary**—a non-repayable grant made to students who have proven financial need and who hold a satisfactory academic record.

**Calendar**—is the University's official publication, issued annually, which describes admission requirements, grading and academic regulations, program requirements and course descriptions.

**CGPA, cumulative grade point average**—expresses performance as a numerical average for all UNBC courses for all semesters completed. The CGPA is calculated by dividing the total number of grade points earned to date by the total number of credit hours undertaken to date. (Letter grades of P or W are not assigned a numerical value and are not used in calculating the grade point average.)

**Chair or Head**—at most universities heads an academic department. UNBC, however, in accordance with its plan to maximize a multi-disciplinary approach, instead has Program Chairs. Chairs are the academic and administrative leaders of particular programs. The Chair of History, for example, leads and reviews the courses being offered in History, and represents the History faculty.

**Chancellor**—is the honorary head of a University, and confers all degrees at Convocation.

## GLOSSARY

**College**—UNBC has two Colleges—College of Arts, Social and Health Sciences and College of Science and Management. Each comprises a number of Faculties and Programs and is headed by a Dean.

**Concentration**—is a designated program of study within a discipline or within a multi-disciplinary field of knowledge.

**Convocation ceremony**—is an event attended by members of the Convocation and is usually the formal ceremony at which degrees are conferred. At Convocation, the University recognizes academic achievement, and confers degrees and other academic awards. UNBC's first Convocation ceremony was held in May 1992 for the official installation of the President and Chancellor, and in May 1994, the second Convocation ceremony saw the graduation of UNBC's first (*QuickStart*) students.

**Co-requisite**—is a course which is required to be taken concurrently with another course.

**Credential**—is a degree, diploma, or certificate awarded on successful completion of a program.

**Credit hours** (also known simply as credits)—are the numerical values given various courses. A typical full-time student earns 30 credits per year broken down as ten three-credit courses. One credit hour is defined as the equivalent of one hour of instruction per week for a semester (roughly three and one half months). Students are expected to spend time studying on their own in addition to formal instruction time. Most UNBC courses are three credit hours, although a course may have higher or lower credit hour values or a range of values.

**Dean**—heads a *College*, and working in co-operation with the Vice-President Academic and academic staff, develops the programs and courses within that Faculty. *Chairs* report to a Dean.

**Directed study or directed readings**—usually describes a course which does not have a prescribed curriculum. In consultation with the instructor, the student chooses a specific topic and then undertakes an in-depth study of this topic. All directed study courses must be approved by the instructor before registration.

**Discipline**—refers to courses in a specific area; for example, English in arts, Biology in the sciences, or Marketing in Business Administration.

**Dissertation or thesis**—is a substantial piece of work written as part of the requirements for a postgraduate degree (see *BA*, *BEd*, ....).

**Distance learning**—usually involves learning by correspondence, telephone, interactive video and occasional weekend or week-long visits to campus.

**Doctorate**—see *Bachelor*.

**Double major**—a student who wishes to graduate with a double major must complete the lower and upper division program requirements for both fields of study.

**Drop period**—the period each semester during which courses may be dropped without academic penalty.

**Elective**—is one or more courses outside of the major requirements that students must take to fulfill their program requirements.

**Enrol**—a student is enrolled in a degree program. The enrolment date determines the degree regulations that a student follows to be eligible to graduate. See *admit* and *registration*.

**Enrolment limits**—when the number of qualified applicants exceeds, in the judgment of the University, the number of students who can be accommodated, the University reserves the right to select the quota from among the qualified applicants. Some academic programs within the University also have enrolment limits.

**Exchange program**—the University has a number of reciprocal agreements with other universities that allow students from UNBC to study there, or permit students from these universities to study at UNBC.

**Faculty**—is the academic unit that encompasses a group of Programs in related disciplines.

**The faculty**—as opposed to Faculty (with a capital F), are the academic staff who teach and carry out research.

**Fees**—are all charges levied by the University in consideration of academic and related services or products.

**Fellowship**—an award usually available only to graduate students, awarded on the basis of high academic achievement (academic excellence or academic proficiency) toward which secondary criteria may be applied.

**Financial assistance**—is a monetary supplement to help offset normal expenses a student may encounter. Financial assistance varies with need.

**Foreign national**—is a person who does not hold Canadian citizenship or permanent resident status as defined by Employment and Immigration Canada.

**Full-time graduate student**—a full-time graduate student for income tax purposes is a graduate student who is enrolled in six credit hours or more per semester, or is enrolled in a thesis, project or comprehensive examination; for BC Student Assistance program purposes a full-time graduate student is one who is admitted as a full-time graduate student to a graduate studies program.

**Full-time undergraduate student**—a full-time undergraduate student for income tax purposes is an undergraduate student who is registered in 12 credit hours or more per semester; for BC Student Assistance program purposes, a full-time undergraduate student is registered in nine credit hours or more.

**Grade**—the final grade for the course expressed as a percentage value.

**Grade points**—a way of numerically expressing a student's academic performance. Numerical values are assigned to each possible grade.

**GGPA, graduation grade point average**—In order to graduate a student must have a minimum GGPA average of 3.0.

**GPA, grade point average**—is a method of expressing the student's performance as a numerical value. Each letter grade is assigned a numerical equivalent, which is then multiplied by the credit hour value assigned to the course to produce the grade point.

**Graduate student**—is one who has already achieved a Bachelor's degree and is now studying for a Master's or doctoral degree.

**Graduate studies**—academic studies which are taken after a student has completed an undergraduate degree.

**Graduation regulations**—specific requirements students must meet in order to be awarded a degree or university certificate, such as the total credits required, the minimum credits that must be completed at the upper division level, and the minimum credits that must be completed at UNBC.

**Harassment**—aggressive or threatening behaviour which would be considered by a reasonable person to create an environment conducive to work or study.

**Intellectual dishonesty**—examples are *plagiarism*, cheating or helping others to cheat on exams, submitting essays prepared by others, falsification of lab results, impersonating another student at an exam and the misrepresentation of information on, and the falsification of, academic records.

**Joint major**—a degree designed for students interested in a combination of two related fields of study. The course requirements are selected to provide students with a solid specialization in each of the two fields and graduation requirements can normally be met in four years.

**Laboratory science course**—is a course that contains a substantial amount of work on exercises, techniques and equipment and sample handling which are relevant to the course discipline. The lab portion of these courses is usually supervised.

**Lecture**—usually, the larger class part of a course, as opposed to a tutorial, and which usually meets for two or more hours a week and is led by a professor.

**Letter of Permission**—is a document permitting a student to take one or more courses at another post-secondary institution to be used for credit toward a UNBC degree.

**Letter of Reference**—reference letter written in confidence by a referee for an applicant to Graduate Studies.

**Level**—each course is assigned a level, indicated by the first digit of its course number: lower division (100 and 200) or upper division (300 or 400).

**Lower division course**—usually introductory or survey courses, offered at UNBC at the 100 and 200 level. Most programs require 60 credit hours of lower division course as part of the graduation requirements.

**Major**—is a designated program of study within a discipline or field of knowledge (see *Minors*).

**Marks**—are percentage values given to individual quizzes, assignments, tests, exams, etc. that reflect the degree of understanding that the student has shown for the course materials.

**Master's degree**—is a graduate level degree which is normally completed after a student has completed a first or undergraduate degree (see *Bachelor*).

**Medal**—the award is an academic medal, awarded on the basis of academic achievement (academic excellence or academic proficiency), toward which secondary criteria may be applied.

**Minors**—are secondary fields of study requiring some degree of specialization in a subject area, but fewer courses than required for a major.

**Multi-disciplinary**—universities typically divide knowledge into specific subject areas, or disciplines (History, Physics, etc). UNBC wishes to promote, so far as possible, the interconnectedness of ideas, and thus has adopted a multi-disciplinary approach, in which the insights from various disciplines can be introduced into particular programs.

**Plagiarism**—is the willful act of presenting another person's work as one's own without the proper academic acknowledgment and recognition.

**Post-baccalaureate**—is achieved by a student who already has a Bachelor's degree and then takes further study, but not at the Master's level.

**Postgraduate study**—is at the Master's or doctorate level.

**Practicum course**—is a course with a substantial amount of supervised, discipline-related time in actual work settings.

**Precluded course**—This is a currently or formerly offered UNBC course whose curriculum overlaps the course being described to the extent that students would be duplicating coursework if they completed both courses. Thus students cannot receive credit for both the course being described and the courses listed in this section. *Precluded courses* are usually the result of a course revision, course renumbering, or cross-listing of courses.

**Pre-registration**—the act or process of registering for a course with a start date in the future is called pre-registration. Pre-registration is considered a registration, and if a student decides to change his or her pre-registration, they must inform the Registrar's Office in writing.

**Prerequisites**—a prerequisite course is an academic requirement that must be completed prior to the student taking a course. Prerequisites are used to ensure that a student has the required background to successfully complete the course. Prerequisites may also have prerequisites. These prerequisites must also be fulfilled.

**President and Vice-Chancellor**—is the chief executive officer of a university.

**Prize**—the award's value may be non-monetary, such as a book or other gift-in-kind, or if monetary, its value is normally less than \$250.

**Professor**—the ranks of permanent academic staff are, in ascending order, Lecturer, Assistant Professor, Associate Professor, and Full Professor. Sessional lecturers are teaching staff hired for a particular session (e.g. two semesters) only.

## GLOSSARY

**Program**—is the basic academic unit and is comprised of a coherent set of courses in a particular area of study.

**Program Chair**—see *Chair*.

**Program requirements**—programs of study require a student to take specific courses or to take courses from specified areas of study or disciplines, or to take courses at a specific level of study. These are program requirements and form part of the regulations for each program.

**Project-based dissertation**—in a Master program, this refers to a detailed, critical description of a practical project for implementing change within an organization where the student describes the rationale, practices, strengths, and weaknesses of a change and links the practice to a body of theory or research in a direct way.

**Registration**—is the process of selecting and undertaking specific courses at UNBC. See *admit* and *enrol*.

**Residence Licence Agreement**—the legal document that students are required to sign prior to moving into residence. The agreement is a formal document that stipulates the relationship between the university and the student living in residence.

**Residency**—specified courses from UNBC needed to obtain a credential make up the residency requirement. This is part of the *graduation regulations*.

**Resident of Northern BC**—a resident of northern British Columbia is so categorized by virtue of birth or continuous dwelling within the defined region for the four years immediately prior to admission at UNBC. The area comprising northern British Columbia is defined in the *University of Northern British Columbia Act*.

**Sabbatical**—also known as study leave or research leave, is normally of one year's duration, and may be taken by academic staff to conduct an approved set of research activities. It was typically taken in the seventh year, and thus the name.

**Satisfactory Academic Standing**—normally a minimum C average, equivalent or greater than a 2.00 CGPA.

**Scholarship**—a non-repayable cash payment made to students in recognition of outstanding academic achievement.

**Science**—studies that normally encompass courses based on a knowledge of facts, phenomena, laws, and proximate cause are designated Science (e.g. biology, chemistry, computer science, geography, mathematics and physics).

**Semester**—is either of the two main academic terms making up the academic year. Some universities use a trimester system (i.e. they divide the year into three, rather than two semesters). Fall semester courses typically run from September through December while winter courses are usually offered from January through April. Summer semester courses run from May through August.

**Senate**—is the ruling academic body of a BC university, responsible for decisions of an academic nature affecting the university.

**Sessional staff**—see *Professor*.

**SGPA, semester grade point average**—is computed by dividing the total number of grade points earned by the total number of credit hours taken in the semester.

**Student number**—a ten-digit number is assigned to all students to help identify them. Students should have their student numbers available whenever they contact the University.

**Supervisor**—in an academic context a supervisor coaches and supports a student's work in a senior, project-based course, or a graduate thesis/project.

**Tenure**—which can be gained by permanent academic staff, embodies the concept of academic freedom: it guarantees that the individual cannot be dismissed as a result of his or her superiors disagreeing with his/her academic ideas.

**Thesis**—see *Dissertation*. In a Master program, a thesis or project builds upon the knowledge and skills that the student has learned in his/her previous coursework. The thesis or project is normally completed as the last element of the student's graduate program.

**Timetable**—the printed list of available courses distributed to all students eligible to register in a semester.

**TOEFL**—the Test of English as a Foreign Language.

**Transfer credit**—credit granted for the successful completion of coursework at another accredited institution is transfer credit.

**Transfer credit summary**—is a specialized document issued by the Office of the Registrar which indicates courses that have been approved for transfer credit. The transfer credit summary is normally sent to students when the evaluation of their previous education is completed, when a student is notified of a final grade, and upon the student's request.

**Transcript**—an official document prepared by the Office of the Registrar recording a student's academic performance and bearing the University seal is called a transcript. Transcripts must be requested in writing and will not be released to anyone without the student's permission.

**Tutorial**—the "small group" discussion portion of a larger lecture class, usually an hour in length.

**Unspecified credit**—transfer credit granted for courses without a direct UNBC equivalent but which clearly fall within a discipline and which may, therefore, be used to fulfill subject requirements for a degree in that discipline.

**Undergraduate**—is a student enrolled in a Bachelor's degree program.

**University transfer programs**—typically allow people with two years at a college to transfer directly into a university for two further years of study in the subject to gain a degree.

**Upper division course**—a course number in the 300s or 400s; assumes a background of university learning and often specifies one or more lower division courses as a prerequisite.

**Vice-Chancellor**—see *President*.

**Visiting student**—any person taking courses for transfer of credit to another post-secondary institution is a visiting student.

**Withdrawal**—is voluntary exit from a course, program or the University by a student and at the student's request.

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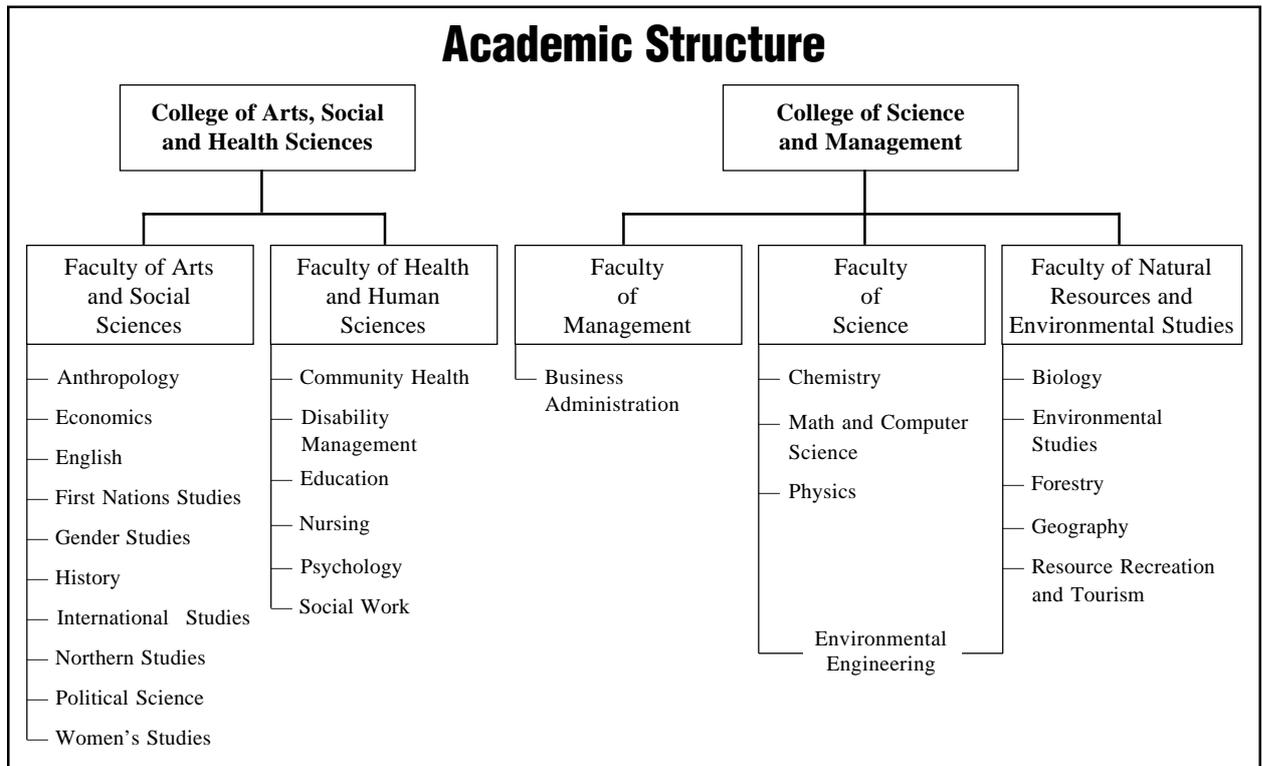
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# Hours of Operation

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The following hours of operation are for offices only. Classes are offered Monday to Saturday. Course schedules will be available prior to the commencement of each semester.

Some units such as the Library and Office of the Registrar may be open beyond the hours listed below. Extended hours will be posted in advance. All times are Pacific, except where specified.

## Holidays

The University is closed on the following holidays. Specific dates of closure are noted in the Sessional dates on pages seven and eight.

New Year's Day	January
Good Friday	April
Easter Monday	April
Victoria Day	May
Canada Day	July
BC Day	August
Labour Day	September
Thanksgiving Day	October
Remembrance Day	November
Christmas Day	December
Boxing Day	December

## Emergency closures

In the event of severe weather or other unforeseen emergencies, the University may be closed. Please tune in your local radio station for up-to-the-minute details concerning closures.

## Finance

Monday to Friday 8:30 am – 12 pm; 1 pm – 4:30 pm

## First Nations Centre

Monday to Friday 8:30 am – 4:30 pm

## Registrar's Office – Service Counter

Monday to Friday 9 am – 4:30 pm

## Student Services – Service Counter

Monday to Friday 9 am – 4:30 pm

The hours of operation for the following services are Fall and Winter hours. Contact these services to inquire about Summer hours of operation.

## Bookstore

Monday to Thursday 9 am – 5 pm  
Friday 9:30 am – 5 pm

## The Corner Store

Monday to Thursday 9 am – 6 pm  
Friday 9:30 am – 6 pm  
Saturday 11 am – 4 pm

## Educational Media Services

Monday to Thursday 8:30 am – 8:30 pm  
Friday 8:30 am – 4:30 pm  
Saturday 12 pm – 4 pm

## Fitness Centre

Monday to Friday 6:30 am – 10 pm  
Saturday 8 am – 10 pm  
Sunday 10 am – 10 pm

## Food Court and Tim Hortons

Monday to Thursday 7:30 am – 7 pm  
Friday 7:30 am – 4:30 pm

## Northern Undergraduate Student Society

Monday to Friday 9 am – 4:30 pm

## Northwood Winter Garden Deli

Monday to Thursday 1 pm – 9:30 pm  
Friday 1 pm – 10 pm  
Saturday 9 am – 7 pm  
Sunday 11:30 am – 7 pm

## Starbucks

Monday to Friday 8 am – 4 pm

## REGIONAL CAMPUSES

All regional campuses close one hour for lunch — some from 12 pm – 1 pm and others from 12:30 pm – 1:30 pm.

### Northwest – Terrace

Monday to Friday 8:30 am – 4:30 pm

### Peace River–Liard – Fort St. John

Monday to Friday 8:30 am – 4:30 pm  
(Mountain Standard Time)

### South-Central – Quesnel

Monday to Friday 8:30 am – 4:30 pm

## NOTES

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