

*Ralph Alvarado*

Calendar

**79-80**



**douglas college**

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# Douglas College Calendar 1979 - 1980



Douglas College is a multi-purpose institution that, by mandate, places equal emphasis on career/vocational, academic transfer, and continuing education programs and courses in response to community needs. It serves the eight school districts officially designated as: Burnaby (41), Coquitlam (43), Delta (37), Langley (35), Maple Ridge (42), New Westminster (40), Richmond (38), Surrey (36). College courses and facilities are fully accessible to both full-time and part-time students of all ages.

## Campus Locations

**COQUITLAM:** Riverview Hospital, Essondale ..... Telephone: 525-9211  
**LANGLEY:** 21400 - 57A Avenue ..... Telephone: 530-5138  
**MAPLE RIDGE:** 11849 - 225 Street ..... Telephone: 467-6811  
**NEW WESTMINSTER:** 8th Avenue and McBride Boulevard ..... Telephone: 521-4851  
 —AGNES STREET CENTRE: 314 Agnes Street ..... Telephone: 524-0371  
 —ROYAL COLUMBIAN/DOUGLAS EDUCATION CENTRE:  
 260 Sherbrooke Street ..... Telephone: 522-2616  
**RICHMOND:** 5840 Cedarbridge Way ..... Telephone: 273-5461  
**SURREY:** 9260 - 140 Street ..... Telephone: 588-4411  
 —NEWTON CENTRE: 13479 - 77 Avenue ..... Telephone: 591-1111

**MAILING ADDRESS:** ..... Douglas College, P.O. Box 2503, New Westminster, B.C. V3L 5B2

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# PHILOSOPHY OF DOUGLAS COLLEGE

## SUMMARY STATEMENT OF COLLEGE PHILOSOPHY

- A. The College's purpose is to offer opportunities for organized learning.
- B. The College provides learning opportunities in order to:
- assist students to develop a social awareness and conscience;
  - allow students to better themselves and their communities through increased knowledge and skills;
  - assist students to become employable or to enhance their social or economic opportunities and status;
  - enable students to fully express their creative potential in aesthetic as well as applied pursuits.
- C. The College organizes a readily accessible, comprehensive set of learning opportunities. It provides for the student who is not intending to move to other institutions and for the student who does use the College as a "stepping stone" to universities, vocational schools, or technical institutes.
- D. The College provides a wide range of learning experiences and therefore limits its commitment to any one program or field of learning activities.
- E. The College exists to serve its defined region and its constituent communities. For that reason, it provides, through its curriculum and facilities, opportunities for the College to be a major community centre for:
- academic and occupational,
  - athletic,
  - cultural, and
  - social activities.
- Facilities are developed in consultation with local governments and community groups.
- F. The College views the development of a society of self-teachers as the ultimate goal of organized learning. It therefore works to lessen the dependence of students on the College as an institution.

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## A LETTER OF INTRODUCTION

On behalf of the faculty, staff, College Board and administration, I would like to extend a sincere welcome to the students, full and part-time, registered in both the College's 'funded' and 'self-funded' courses and programs. We hope that your experiences at the College will help you to reach your personal and career goals.

The College presently offers its services through its six campuses: Surrey, New Westminster, Coquitlam, Richmond, Langley and Maple Ridge, as well as through various community facilities. As in the past, our lack of facilities will limit the number and variety of courses and programs we can offer. However, with the approval for a permanent campus in New Westminster (to open in 1981); the completion of the Newton Centre this year (offering additional vocational and career programs); the identification and 'request to purchase' of a permanent site in Langley; the anticipated acquisition of a new facility in Coquitlam in 1979 and the development of final educational plans and site specifications for both the Surrey and Richmond permanent campuses, we can see a gradual but steady improvement in our ability to service the College region.

The College has recently reorganized its administrative structure to increase our ability to respond to local community needs as well as regional and provincial needs. This structure has each campus operating under a campus principal and with specific campus services. Consistency of curriculum content and quality will be ensured by the offices of the Deans of Educational Services, Student Services and Financial and Administrative Services and the College-wide advisory committees of faculty, staff and students. We have also introduced an Office of

Occupational Education to be responsible for new program development, and have expanded the mandate of the Division of Continuing and Community Education. The services of these groups are available to any individual or group interested in seeing the development of new programs, courses or short-term workshops that have goals consistent with the College's general mandate.

Since the level of service that will be demanded by the community will exceed the level available, potential students are advised to apply to the College for admission as early as possible.

Recognizing that for many students the educational process is an overpowering experience, the College has developed a number of special services and processes to ensure that you obtain the maximum return on your time and dollar investment. To be sure that you understand what these are, please refer to the appropriate sections of this calendar and consult the counselling office on your campus. Such services as skill development, mid-term assessment, appeal procedures, etc. are extremely valuable and should be made use of, if needed.

As the statement of College philosophy reprinted above notes, the College recognizes its responsibility to the student and community, and we anticipate that you will benefit from the efforts you put forth during your time at the College.

George C. Wootton  
College Principal



# PROPOSED CALENDAR OF EVENTS

## 1979-1980

1979

April 1 **DEADLINE** to apply for limited-enrollment career programs for Fall, 1979

May 7-11 **SUMMER SEMESTER** registration

May 7 **SUMMER SEMESTER** classes commence

May 12 **NEW** sessional faculty orientation

May 14 **LAST day** to receive 80% refund for complete withdrawal  
**LAST day** to receive 80% refund of tuition fee difference for a course reduction

May 17 **GRADUATION**

May 18 **LAST day** to late register for Summer Semester  
**LAST day** to add a course  
**LAST day** to drop a course without receiving a "W" on transcript

May 21 **VICTORIA DAY.** College closed—no classes

May 28 **LAST day** to receive 50% refund for complete withdrawal  
**LAST day** to receive 50% refund of tuition fee difference for a course reduction  
**LAST day** to receive ANY refund

June 25-29 **MID-SEMESTER.** Students may obtain standing from instructors

June 29 **LAST day** to apply for graduation for Summer Semester  
**LAST day** to drop a course  
**LAST day** to challenge a course  
**LAST day** to change from credit to audit

July 2 **CANADA DAY.** College closed—no classes

August 3 **DEADLINE** for application for Fall Semester in order to receive priority at registration

August 6 **B.C. DAY.** College closed—no classes

August 10 **LAST day** to completely withdraw

August 13-24 **NEW** regular faculty orientation

August 17 **LAST day** of classes—Summer Semester

August 20-22 **EXAMINATION DAYS—**Summer Semester—no classes

August 24 **GRADES DUE—**Summer Semester

August 27-30 **REGISTRATION—**Fall Semester

September 3 **LABOUR DAY.** College closed—no classes

September 4 **ALL day** and evening classes begin  
**LATE** registration begins  
**COURSE** changes begin

September 8 **NEW** sessional faculty orientation

September 11 **LAST day** to receive 80% refund for complete withdrawal  
**LAST day** to receive 80% refund of tuition fee difference for a course reduction

September 18 **LAST day** to late register, to add a course or to drop a course without receiving a "W" on transcript

September 25 **LAST day** to receive 50% refund for complete withdrawal  
**LAST day** to receive 50% refund of tuition fee difference for a course reduction  
**LAST day** to receive ANY refund

October 8 **THANKSGIVING.** College closed—no classes

October 22-26 **MID-SEMESTER** week. Students may obtain standing from instructors

October 26 **LAST day** to apply for citation, certificate or diploma in January, 1980

November 1 **DEADLINE** to apply for limited-enrollment career programs for Spring Semester

November 2 **LAST day** to drop a course  
**LAST day** to challenge a course  
**LAST day** to change from credit to audit

November 12 **REMEMBRANCE DAY.** College closed—no classes

December 7 **LAST day** to completely withdraw  
**DEADLINE** to apply for Spring Semester in order to receive priority at registration

December 10 **INTERIM TRANSCRIPT** grade forms due in Douglas College Admissions Office for students applying for admission to SFU for Spring Semester

December 14 **LAST day** of classes for most courses

December 17-21 **EXAMINATION WEEK**

December 24 **COLLEGE CLOSED**

December 25 **CHRISTMAS DAY.** College closed—no classes

December 26 **BOXING DAY.** College closed—no classes

December 28 **GRADES DUE—**Fall Semester

1980

January 1 **NEW YEAR'S DAY.** College closed—no classes

January 7-10 **REGISTRATION—**Spring Semester

January 14 **ALL day** and evening classes begin  
**LATE** registration begins  
**COURSE** changes begin

January 19 **NEW** sessional faculty orientation

January 21 **LAST day** to receive 80% refund for complete withdrawal  
**LAST day** to receive 80% refund of tuition fee difference for a course reduction

January 28 **LAST day** to late register, to add a course, or to drop a course without receiving a "W" on transcript

February 4 **LAST day** to receive 50% refund for complete withdrawal  
**LAST day** to receive 50% refund of tuition fee difference for a course reduction  
**LAST day** to receive ANY refund

February 15 **LAST day** to apply to graduate in May

March 3-7 **MID-SEMESTER.** Students may obtain standing from instructors

March 14 **LAST day** to drop a course  
**LAST day** to challenge a course  
**LAST day** to change from credit to audit

April 1 **DEADLINE** to apply for limited-enrollment career programs for the Fall Semester 1980

April 4 **INTERIM TRANSCRIPT** grade forms due in Douglas College Admissions Office for students applying for admission to SFU for the Summer Semester

April 4 **GOOD FRIDAY.** College closed—no classes

April 7 **EASTER MONDAY.** College closed—no classes

April 18 LAST day to completely withdraw  
 April 25 LAST day of classes for most courses—Spring Semester  
 April 28-May 2 EXAMINATION WEEK  
 May 5-9 REGISTRATION—Summer Semester  
 May 5 SUMMER SEMESTER classes commence  
 May 10 NEW sessional faculty orientation  
 May 9 GRADES DUE—Spring Semester  
 LAST day to receive 80% refund for complete withdrawal  
 LAST day to receive 80% refund of tuition fee difference  
 for a course reduction  
 May 15 GRADUATION ceremonies  
 May 19 LAST day to late register for Summer Semester  
 LAST day to add a course  
 LAST day to drop a course without receiving a "W" on  
 transcript  
 May 26 LAST day to receive 50% refund for complete withdrawal  
 LAST day to receive 50% refund of tuition fee difference  
 for a course reduction  
 June 23-27 MID-SEMESTER. Students may obtain standing from  
 instructors  
 June 27 LAST day to challenge a course  
 LAST day to apply for graduation in October  
 July 1 CANADA DAY. College closed—no classes  
 July 4 LAST day to drop a course

August 8 LAST day for complete withdrawal  
 August 11-22 NEW regular faculty orientation  
 August 15 LAST day of classes for most courses—Summer  
 Semester  
 August 18-22 EXAMINATION WEEK  
 August 25-28 REGISTRATION—Fall Semester 1980  
 September 1 LABOUR DAY. College closed—no classes  
 September 2 ALL day and evening classes commence  
 LATE registration begins  
 COURSE changes begin  
 September 6 NEW sessional faculty orientation  
 October 13 THANKSGIVING. College closed—no classes  
 November 11 REMEMBRANCE DAY. College closed—no classes  
 December 12 LAST day of classes for most courses—Fall Semester  
 1980  
 December 15-19 EXAMINATION WEEK

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The above schedule of events and the contents of this calendar are  
 compiled and published six months prior to the school year. Therefore,  
 Douglas College reserves the right to make whatever changes  
 circumstance may require, including the addition and cancellation of  
 particular courses and programs.

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# GENERAL INFORMATION

## ENQUIRIES

Enquiries relating to admission and registration should be addressed to:

THE DIRECTOR OF ADMISSIONS  
DOUGLAS COLLEGE  
P.O. BOX 2503  
NEW WESTMINSTER, B.C. V3L 5B2  
or  
TELEPHONE 588-6404

Personnel are located on each campus to assist you with admissions, records, and financial aid matters. The campus addresses are:

COQUITLAM—Essondale, B.C.  
LANGLEY—21400 - 57A Avenue  
MAPLE RIDGE—11849 - 225th Street  
NEWTON CENTRE—13479 - 77 Avenue  
NEW WESTMINSTER—8th Avenue & McBride Boulevard  
RICHMOND—5840 Cedarbridge Way  
SURREY—9260 - 140th Street

## HOW TO APPLY

- Complete the Application for Admission form, available at any one of the campuses and at senior secondary schools in the College region. Return the completed form to the Director of Admissions at the above address.  
**Note:** Your application cannot be processed unless all questions on the form are answered.
- Your application should be accompanied by official transcripts from secondary schools and at any institution of higher education you have attended. All transcripts and other documents filed in support of your application become the property of the College and will not be returned. Original documents which are irreplaceable should not be sent; certified copies of the original will be accepted. Confirmation of admission status cannot be given until all documents have been submitted.

## ACCEPTANCE OF APPLICATION

Official notification of acceptance will be issued by the Director of Admission by mail only.

Douglas College's primary responsibility is that of serving the educational needs of students who reside within the College region. If you live within the region, you will be given priority for acceptance.

## WHEN TO APPLY

- April 1 Last day to apply for limited-enrollment career programs for fall semester.
- August 3 Last day to apply for fall semester for priority consideration at registration.
- November 1 Last day to apply for limited-enrollment career programs which commence in spring semester.

December 7 Last day to apply for spring semester for priority consideration at registration.

## GRADUATION REQUIREMENTS

To meet graduation requirements, you must complete the required course work for a particular College diploma, certificate, or citation program.

### —Douglas College Diploma

Students must complete a minimum of 60 credits and 20 courses and, where applicable, the specific program requirements.

### —Douglas College Certificate

Students must complete a minimum of 30 credits and 10 courses and specific program requirements.

### —Douglas College Citation

Students must complete a minimum of 12 credits and 4 courses and specific program requirements.

**Note:** A formal application for graduation must be made within the first eight weeks of your final semester. Graduation application forms are available at the Admission Office on each campus.

## LIMITED-ENROLLMENT CAREER PROGRAMS

Because of space and equipment limitations and of considerations for job placement after graduation, some career programs have limited enrollment. At present these programs are:

- Chairside Dental Assistant Programs
- Child-Care Worker Program
- Clerical Health Worker Program
- Community Service Worker Program
- Early Childhood Education (Day Care Worker/Supervisor) Program
- Drafting—General Program
- Drafting—Architectural and Structural Program
- Fashion Design and Fashion Merchandising Programs
- Graphic and Communication Arts Program
- Interior Design Program
- Musical Instrument Repair Technician Program
- Nursing—Registered Nursing Program
  - Registered Psychiatric Nursing Program
  - “Access” Program
  - Nursing Aide Program
- Occupational Information Advisor Program
- Therapeutic Recreation Technician Program

**Note:** Check program description and/or proposed Calendar of Events for deadline(s) to apply for admission to the above limited-enrollment Career Programs.

# ADMISSIONS INFORMATION

## ACADEMIC QUALIFICATIONS

You are eligible for admission if you meet ONE of the following criteria:

- You have completed B.C. secondary-school graduation on any program, or the equivalent from another school system; or
- You lack not more than one course for B.C. secondary-school graduation, or the equivalent from another school system; or
- You are 19 years of age or older on the first day of the current semester; or
- You are at least 17 years of age on the first day of the current semester and you have not been in regular attendance at school for a minimum of one year.
- Students applying for admission to a career program must meet the admissions requirements specific to that program.

**Note:** If you do not meet one of the above requirements, you may apply for admission as a “special student”. You are urged to discuss your situation with a College Counsellor.

## MATURE STUDENTS ADMISSION

Douglas College has a commitment to the adult student, whether full-time or part-time. If you are 19 years of age or older on the first day of the current semester or if you have been out of school for at least one year, and have not completed B.C. secondary-school graduation (or its equivalent from another school system), you may still qualify for admission to Douglas College. Experience and training related to the courses you wish

to take will be evaluated in assessing your application. The College will endeavor to provide courses appropriate to your interests, background, and goals. Depending on your education and experience, you may be advised to take courses offered by an adult-education division in our constituent school districts before being admitted.

## STUDENTS FROM OTHER COUNTRIES

If you are a student from another country and have landed-immigrant status, you are eligible for admission to Douglas College. (You are considered a landed immigrant if you have obtained a Canadian Immigration Identification Card No. IMM 1000.) Landed immigrants must also meet the College's residency requirements stated above. Since the language of instruction is English, those not proficient in both written and oral English may be ineligible for admission to certain courses and should consult the Student Development Centre.

## RESIDENCE REQUIREMENTS

Douglas College is operated primarily for qualified residents of the eight school districts (Burnaby, New Westminster, Coquitlam, Langley, Delta, Surrey, Maple Ridge, Richmond) which compose the College region. It should be noted that some programs have only limited space for students who are not residents of the College region.

You qualify as a resident for most programs if:

- You are under 19 years of age and reside inside the College region

on the first day of the current semester, or reside outside the College region and your parents or legal guardians have been municipal taxpayers within the College region for at least three months;

- b) You are 19 years of age or over on the first day of the current semester, are a municipal taxpayer in the College region, or have been a resident of the College region for at least three months before the current semester.

If you are applying for a limited-enrollment career program and wish to qualify as a resident, you must qualify on or before the last day to apply for these programs.

If your resident status is in question, you may be required to provide documentary or other proof to obtain admission.

#### ENGLISH PLACEMENT TEST

Most students will be required to write an English Placement Test before registration if they have not already written the Provincial Test conducted by the Educational Research Institute of B.C., or the test conducted by the English and Communications Division of Douglas College.

The test results do not determine eligibility to enter Douglas College, but are used to direct students to the courses which are best suited to their ability.

Further information about the English Placement Test may be obtained from either the Student Services Centres of the college or the English and Communications Division.

#### TRANSFER CREDIT FROM OTHER INSTITUTIONS

If you have attended a recognized post-secondary institution, or if you have undertaken special training in a career area, you may be eligible to receive some advanced credit toward a Douglas College diploma or certificate. Advanced credit implies a reduction in the number of semester credits you must earn to qualify for a certificate or a diploma.

You may transfer up to a maximum of 30 semester credits toward a 60-credit Douglas College diploma, or up to 50 per cent of the number of semester credits required for a Douglas certificate. Transfer credits granted will be indicated in your letter of acceptance and recorded on your permanent record. To receive transfer credit you must submit official transcripts and a request for assessment of transfer credit along with your application for admission.

Douglas College cannot accept responsibility for the transferability of courses not completed at the College. If you have been granted transfer credit at Douglas and plan to transfer to a particular university following attendance at Douglas, you should consult with that university's admission staff. If you have registered at a university and wish to attend Douglas on a university-transfer program, you should consult with the university registrar's office regarding transfer of credit upon returning to that university.

#### CHALLENGE CREDIT

As a Douglas College student, you may obtain credit by challenging a course. This means undertaking written or oral examinations, or both, as well as other types of evaluation on the content of a specific course. In examining a student who has challenged a course, more than one faculty member will be involved at the department level. Examinations may be in the form of written work, a tape recording, a video tape record, or a movie film. The examination results will be filed by the department for permanent reference.

To challenge a course, you must make a formal application on the official Petition Form (obtainable from the Student Development Centre or from the Admissions Office on each campus) and return it to the Director of Admissions. (If you have audited a course or previously registered for a course in any way you may not challenge that course.) Your application will

be referred to the department chairman, who will determine your eligibility. If your application is disallowed, it will be returned to you with an appropriate explanation; if it is allowed, you must pay a fee of \$10 to the Admissions Office. The examination and evaluation procedures will be set by the chairman (or his delegate) and a faculty member or members teaching the subject. They will be responsible for the final assessment after you have completed the testing procedure. If you do not obtain a mark of C or above, this will be noted and the Director of Admissions informed. The failure will not be entered on your College transcript.

If you obtain a mark of C or above, the Director of Admissions will be notified and the mark and credits will be entered on your College transcript. If you are registered in a university-transfer program, you are advised to check with the university to which you will transfer regarding the acceptability of "challenge credit" for transfer purposes.

To obtain permission to challenge, you must indicate how you have acquired the knowledge and skills required of the course you intend to challenge. You must be registered as a full-time or part-time student for the semester in which the challenge application is made.

You may challenge a maximum of three semester credits in any one semester, with a maximum of 12 semester credits being allowed to challenge for any two-year diploma program, or a maximum of six semester credits for any one-year certificate program. In some career programs, the maximum of 12 semester credits may be challenged in one semester.

Application for permission to challenge must be made within the first eight weeks of classes in any semester.

#### ADVANCED PLACEMENT

Douglas College recognizes that many of its students should be granted formal recognition for knowledge and skills already acquired. Advanced placement involves permission for you to omit introductory or prerequisite courses on a given program, but it presumes that you will still have to complete the required total number of semester credits for a certificate or a diploma. You will, however, increase your total number of optional credit hours of instruction.

The decision to grant advanced placement rests primarily with the teaching department. Application may be made directly to the department chairman, or to the Director of Admissions who will refer it to the department concerned. The chairman and one appropriate faculty member from his department will evaluate each applicant's knowledge and skills, and then notify the Director of Admissions if a recommendation for advanced placement can be made. Your application must be submitted on the authorized Petition Form.

#### INTERVIEWS

In some cases, interviews may be required as part of the admission process, particularly in career programs. An audition is required for admission to the music programs.

#### LIMITED ENROLMENT

The College may be obliged to limit enrolment in certain programs or courses, and may cancel or revise any of those listed. Courses listed in the course descriptions section of this Calendar are the complete offerings, although not all of them are available in every semester.

#### MEDICAL EXAMINATION

A medical examination is not required for admission to the College. If you have a medical condition which you feel the College should know about, please provide this information to the Admissions Office.

However, a medical examination is required for a number of college programs. Students will be notified during the application process if an examination is required by a physician.

## FEES

Unless otherwise authorized, fees are payable in full upon registration. If your fees are to be paid by an agency, a letter to this effect is required upon registration.

#### TUITION FEES

Full-time students (taking 12 or more semester credits);	
each semester .....	\$125
Part-time students (taking fewer than 12 semester credits);	
cost for each semester credit .....	\$ 10
Senior citizens (taking fewer than 12 semester credits);	
cost for each semester credit .....	no fee

#### STUDENT ASSOCIATION

Student Association fee (full-time students);	
each semester .....	\$ 12

Student Association fee (part-time students) per credit;	
each semester .....	\$ 1
Student Association fees must be paid by all students except those who are registered for audit courses only. Senior citizens are not required to pay Student Association fees.	

Proceeds of these fees are used by the association to provide activities for both full-time and part-time students. These activities are decided by the students; the fees, which are set by the association representatives and approved by the College Council, are considered part of the registration costs.

#### LIMITED-ENROLMENT PROGRAM FEES

Fees for limited-enrolment career programs must be paid within two weeks of issuance of notification of acceptance.

The normal College refund policy will be followed in cases of cancellation

of acceptance. The date from which refunds will be calculated will be the date of issuance of acceptance. Details of this policy will be stated in the letter of acceptance.

#### OTHER FEES

Challenge fee ..... \$ 10  
Late registration fee — all students ..... per credit \$ 1  
Re-instatement fee ..... \$ 10  
Equipment fees: In certain courses you may be required to pay equipment fees and will be so advised at registration.

#### TUITION FEE REFUNDS

Refunds are calculated from the day on which the withdrawal form is submitted to the Admissions Office. Tuition fee refunds will be based on the number of semester credits from which you withdraw.

**Note:** Refunds will not be processed or evaluated until six weeks after the beginning of the semester to allow sufficient time for file processing.

Student Association and late registration fees will not be refunded. For

complete withdrawal, regardless of the number of courses in which the student is registered, the minimum amount withheld is \$10.00.

#### Scale of Refunds for Partial or Complete Withdrawal

- a) withdrawal within 7 days of the beginning of instruction - 80% of tuition fee or tuition fee difference
- b) withdrawal between the 8th and 21st days of the beginning of instruction - 50% of tuition fee or tuition fee difference

#### SCALE OF REFUNDS FOR COMPLETE WITHDRAWAL FROM LIMITED ENROLMENT CAREER PROGRAMS

- a) Withdrawal within 14 days of issuance of acceptance — 80% refund;
- b) Withdrawal between 15 and 30 days of issuance of acceptance — 50% refund;
- c) Withdrawal after the 30th day of issuance of acceptance — no refund.

This scale of refund will apply to all students accepted for limited enrolment career programs whether withdrawal occurs before or after registration.

## REGISTRATION INFORMATION

To register, you must have submitted an Application for Admission form and have received a Registration Form from the Admissions Office. This certificate will indicate the time, date, and place for you to register.

If you satisfactorily complete a semester at Douglas, you will automatically receive another Registration Form from the Admissions Office before you re-register; you do not have to re-apply. Should you not receive this, please contact the Admissions Office before registration. Students who do not satisfactorily complete a semester at Douglas may be placed on academic probation or be asked to withdraw.

Department chairmen, program co-ordinators, and counsellors will be available before registration to help you to plan your course selection. Counsellors are available on all campuses:

COQUITLAM—525-9211  
LANGLEY—530-5138  
MAPLE RIDGE—467-6811  
NEWTON—591-1111  
NEW WESTMINSTER—521-4851  
RICHMOND—273-5461  
SURREY—588-4411

#### REGISTRATION

The College staff will assist in every possible way to ensure that you are registered for the course in which you are interested. If you plan to transfer to another institution after attendance at Douglas, the Admissions and Counselling personnel will assist in planning for such transfers.

**Please note:** Ultimate responsibility for the accuracy and completeness of your timetable of courses and registration rests with you. You cannot receive credit for a course in which you are not properly registered.

#### LATE REGISTRATION

You may register late for courses, on a space-available basis, up to one

week after classes have started. A late registration fee is charged.

#### COURSE CHANGES — WITHIN FIRST 14 DAYS

If you wish to drop a course, or change a section, you must apply to the Admissions Office within two weeks after classes have commenced for each semester. Courses dropped with approval will not appear on your official transcript. You are required, however, to complete a Notice of Change form for any change you make.

You may add courses for the first seven days of the semester only.

#### DROPPING A COURSE — AFTER 14 DAYS

If you wish to drop a course after 14 days from the beginning of instruction and before 7 days after the mid-term date, you should apply to the Admissions Office to complete a Notice of Change form. Any courses dropped will appear on your official transcript with a W grading.

#### COMPLETE WITHDRAWAL

If, after registering, you decide to withdraw from all courses, you must fill out a Complete Withdrawal Notice form, obtainable from the Admissions Office. Fees will be refunded only according to the refund regulations and if you follow official withdrawal procedures. You may not withdraw after the last day of class in the semester. Please refer to the Proposed Calendar of Events for the last day to completely withdraw.

#### CHANGE OF ADDRESS

Please notify the Admissions Office of any change of address so that correspondence and grades may be mailed to you without delay. Changes in telephone numbers and names of persons to contact in emergencies should also be submitted.

## ACADEMIC INFORMATION

#### SEMESTER SYSTEM

The calendar year is divided into three academic terms of approximately 16 weeks. Each semester is a unique entity, with its own registration and final examinations. Students may enter at the beginning of any semester, in most programs, and attend one, two, or three semesters as they wish within a calendar year. However, a very limited number of courses are offered at Douglas College during the summer session.

Semester I — Spring: January to May  
Semester II — Summer: varied lengths  
Semester III — Fall: September to December

#### SEMESTER CREDITS

The standard unit of credit represents a minimum of one hour's instruction a week for each semester. Most college-level courses carry three semester credits, although they may require more than three hours of classroom and laboratory work, seminars, etc. Certain courses have variable credit, i.e. you may register for a particular course and commit yourself to any one of the credit values assigned to it. In selecting the number of credits for which you will register, you should consult with the

instructor to determine the amount of work required for each credit value. You must also obtain the instructor's written approval on your registration form.

#### FULL-TIME STUDENTS

If you register for 12 or more semester credits, you will be considered a full-time student and will be charged a maximum of \$125 tuition fee for each semester.

While the College defines a full-time student as above, some sources of financial assistance require a minimum of 15 semester credits.

#### PART-TIME STUDENTS

If you register for fewer than 12 semester credits, you will be considered a part-time student and will be charged at the rate of \$10 for each semester credit.

#### AUDITING A COURSE

To audit a course, you must be a registered student. You must apply and



register in the normal manner. All fees except the Student Association fee, are charged. Students may visit other classes by obtaining permission of the instructor.

### CREDIT FOR STUDENT PROJECTS

Students may obtain College credit for completion of a project of their own choosing, subject to the Curriculum Committee's approval. Interested students should contact faculty to discuss preparation of a submission to the committee. Credit for such projects is given on an individual basis.

### COURSE LOAD

A normal course load for a full-time student is 15 semester credits. Some programs may require more than a normal course load. If you are not enrolled in such a program and wish to take more than 15 semester credits in one semester, you must first obtain permission of the Director of Admissions. Normally, a B average will be required before permission to carry extra courses is granted.

Some sources of financial assistance require a minimum course load of 15 semester credits to qualify. If you are in doubt, check with the Financial Aid Officer.

### STUDENT RESPONSIBILITY

It is your responsibility to be aware of Policies, Procedures and Deadlines which are in effect during your attendance at the college. This information

is printed in this calendar, in the semester class schedule, and in other publications. Questions regarding these matters may be directed to counselling or admissions personnel.

It is also your responsibility to attend classes regularly, to keep your work up to date, and to complete assignments as required. Your final grades are based largely on your complete assignments, tests, and class participation.

### FACULTY RESPONSIBILITY

Faculty members are available for consultation during posted office hours or by arrangement. They will help in every way possible to make your educational experience at Douglas a successful one.

### STUDENT IDENTIFICATION CARDS

Each student is issued a student card at registration. Lost student cards will be replaced by the Admissions Office. If you withdraw from the College, you I.D. card must be returned to the Admissions Office with your withdrawal.

### COURSE VERIFICATION AND MID-TERM ASSESSMENT

Approximately eight weeks into the semester, every student will receive by mail a Course Verification Form listing the courses the student is officially registered in. The student is required to report any errors or omissions to the Admissions Office by the date indicated on the form. At this time a student may also obtain a mid-term assessment from instructors.

## GRADE INFORMATION

### GRADING SYSTEM

The following grading system will apply when evaluating your course work.

GRADE	GRADE POINTS	DEFINITION
A	4	Consistently exceptional work.
B	3	Consistently good work.
C	2	Consistently average work.
P	1	<b>Pass.</b> The course requirements have been successfully completed. This grade does not permit students to pursue another course for which the graded course was a prerequisite.
N	0	<b>No credit.</b> Student did not complete course requirements.
UN	0	<b>Unofficial Withdrawal.</b> Student discontinued attendance and did not officially withdraw.
NA	Not Calculated	<b>Never Attended.</b> Student registered but did not attend and did not officially withdraw.
W	Not Calculated	<b>Withdrawn</b> before official deadline.
I	Not Calculated	<b>Incomplete.</b> Course requirements to be completed within a specific time period by arrangement with the instructor and division.
CIP	Not Calculated	<b>Course in Progress.</b>
MAS	Not Calculated	<b>Mastery.</b> Student has met and mastered a clearly defined body of skills and performances to required standards.
EXP	Not Calculated	<b>Experience.</b> Student has participated at the required level in course activities.
NCG	Not Calculated	<b>No Credit Granted.</b> Student has not met the required standard for the course and/or has not participated to the required level in course activities.
DEF	Not Calculated	<b>Deferred.</b> The course duration does not correspond to the semester duration, hence no grade assigned.

Note: ALL CREDITS ARE SEMESTER CREDITS.

### CUMULATIVE GRADE POINT AVERAGE

Note: For any course which is repeated, the cumulative grade point average is calculated using the higher grade obtained at the semester that the higher grade was awarded and thereafter.

### MASTERY GRADING SYSTEM

Certain courses have been designated by the College as "Mastery" courses. These courses demand a clearly defined high standard of performance, in which the student must demonstrate complete mastery of all

knowledge and/or performance requirements.

Because of their nature they are not included in calculating the grade point average.

### EXPERIENCE GRADING SYSTEM

Certain courses offered by the College provide an appropriate learning environment, but only the student can assess and decide how much value the course has been. Such courses demand student participation, and providing the student participates, credit will be granted.

Because of the nature of this marking system, credits earned in this type of course will not be used in calculating your grade point average.

### GRADE POINT AVERAGE

Grade Point Averages (GPA) will be reported on all transcripts of marks. The "Term GPA" is the sum of the grade points earned in a semester divided by the number of credits taken in that semester. The "Cum GPA" is the sum of the grade points earned in all semesters of attendance divided by the total number of credits taken in all semesters.

### "I" [INCOMPLETE] GRADE INFORMATION

The "I" grade is a procedure to assist a responsible student to carry out his commitments and is not intended to encourage a student to procrastinate. It is reasonable, therefore, to expect that it will be infrequently used. Withdrawal procedure may well be far more realistic for many students. Guidelines used are:

- Any "I" mark is subject to review by the department chairman, whose signature is required on the contract. Student applications for "I" grades should be received no later than the deadline for application for complete withdrawal.
- The following criteria are used by instructors in deciding whether to agree to a contract:
  - Previous work in the course should have been at a reasonably satisfactory level;
  - Student has been prevented from completing requirements by some abnormal circumstance or juxtaposition of other responsibilities, such as embarking on a project whose completion turns out to be more time-consuming than contemplated;
  - An emergency situation such as illness or accident has prevented student from completing one or more of the course requirements.
- A student receiving an "I" grade will be allowed to re-register in the subsequent semester only after an examination of his course load and his "I" contract by a Counselling or Admissions team, or both, at registration. Thus the student must bring his "I" contract to registration along with his statement of marks.
- It is expected that most students will complete their "I" contracts within two to four weeks after they are made;
- There is no limit to the number of "I" grades that a student may carry.

### STATEMENT OF GRADES

Every student will receive a statement of grades at the end of each semester. Note: All obligations relating to fees, library books, rentals, or borrowed equipment must be met before any statement of grades, transcripts, or diplomas will be released.

Errors and omissions on the statement of grades (or transcript) should be reported immediately to the Admissions Office.

## TRANSCRIPTS

At the end of each semester you are attending, you will receive upon request an unofficial transcript of marks obtained in your courses. Since student records are confidential, an official transcript will be issued to other agencies or officials only upon your written request. If you have not made satisfactory arrangements with the Bursar's Office to meet any outstanding debt to the College, no transcript will be issued.

Application for a transcript should be made at least one week before it is required.

## TRANSCRIPT FEES

Fees are \$1 for the first copy, and 50 cents for each additional copy ordered at the same time.

## APPEALS, PETITIONS AND COMPLAINTS

### Complaints

The College provides two procedures by which students may resolve grievances. Before initiating either procedure, you are urged to attempt to resolve the complaint directly with the college employee concerned. If, however, this action is not successful, you may follow the Appeals procedure outlined below. On more serious matters alleging misconduct, incompetence, discrimination, etc., your only option is to make statements in writing to the Principal of the campus to which the employee is assigned or, in the case of a Principal, to the College Principal. Such action will result in the constitution of an Examining Committee which will review the statements. You will be requested to present facts in support of your statements in the presence of the employee concerned. The committee will recommend to the appropriate College authority any action it deems appropriate. If further action is recommended, you may be requested to present facts to additional college committees or officials.

### Appeals and Petitions

It is anticipated that some students will have reason to request changes in academic regulations or program requirements affecting them; also that a student may wish to appeal a decision which affects him personally.

Formal appeals must be made on the Petition Form which is available at the Admissions Office and the Student Development Centre. You will be given the opportunity to appear before the committee, which will review your appeal, to present or defend your case.

Should you wish to appeal a decision, the following steps should be taken:

- a) Discuss your appeal with the instructor, faculty member, department chairman, vice-principal, etc., concerned. If appeal is granted, it ends there;
- b) If your informal petition is not granted, you may submit a formal appeal on the Petition Form to the Admissions and Appeals Committee through the Admissions Office. If formal appeal is denied, it ends there.
- c) An appeal to change a grade must be submitted no later than the last day of classes of the semester following the issuance of the grade.
- d) In cases involving a change of grade, the appeal may be referred to a faculty committee which will re-evaluate your work. This committee will consist of three faculty members—one chosen by the faculty member concerned; one by the department chairman or his designate; and one by you. Specific guidelines are laid down for this committee by the Admissions and Appeals Committee. The committee's decision will be referred to the Admissions and Appeals Committee for ratification and you will be informed immediately of the final decision.

Petitions and appeals will be heard by a standing committee of the College, consisting of the Director of Admissions (chairman), the Dean of Instruction, one elected faculty representative, and one student representative appointed by the Student Government. In adjudicating a petition and appeal involving a faculty member, that member and his chairman are requested to attend the meeting.

## SCHOLASTIC PROBATION

When you register, you are making a commitment to complete your program of courses in that particular semester. Since there will be a considerable demand for admission, you must complete most of your course commitments to retain your eligibility to re-register.

## PROBATIONARY STUDENTS

If you do not complete your course commitments in any semester with a Grade Point Average (GPA) of more than 1.50, you may be placed on Scholastic Probation. To have your name removed from the Scholastic Probation list, you must complete your course commitments during your probationary semester with a Grade Point Average (GPA) of more than 1.50. If you do not, you may be considered ineligible to re-register unless you change your program to one in which you have more opportunity for success.

If ineligible to re-register, you may re-apply for admission after missing one semester. Application for re-admission requires a personal interview with a member of the Admissions staff or a counsellor, or both.

# SERVICES AND FACILITIES

Douglas College offers a varied selection of educational programs. If you are to choose your courses wisely, the College believes you should be assisted in identifying your interests and aptitudes and in assessing your strengths and weaknesses. You can develop personal initiative and responsibility for planning your future only when you have acquired adequate knowledge about yourself and your goals. Therefore, a wide range of student services is provided to help you achieve maximum benefit from your experience at Douglas College. These include:

## FACULTY TUTORIALS

All faculty have been assigned office time to meet with students on an individual or small-group basis. Please consult with faculty members regarding these tutorials.

## CAREER INFORMATION

Each career program offers electives of a general or vocational nature so that you may direct your education toward one of several areas of employment. Transfer programs inherently contain a wide selection of subject areas as well as courses. A significant characteristic of a college education is that one may sample various fields, thus helping to direct one toward a specific career. Work experience after graduation will be of equal assistance.

Douglas College services will assist you in your choice of a career, but no service will provide an easy or final answer. The library offers extensive book and other materials to help you to learn about various occupations. Faculty members also offer valuable advice in the area of their experience, and special tests are available through counsellors. Seminars and career meetings are held periodically, and representatives of Canada Manpower are available on and off campus to provide career information.

## STUDENT GOVERNMENT

The Douglas College Student Society represents all students of Douglas College, both part-time and full-time.

Through its Constitution, the Student Society has specific aims and objectives. These aims and objectives are carried out by the elected members of the Society, the Student Government. In accordance with the

Constitution, the Society provides financial and informational support to interested groups and clubs where a genuine need has been assessed.

The Student Government provides representatives to most College advisory committees. Through these committees, the needs and wants of the collective and singular student can be voiced.

The Student Government also has the responsibility of providing the means for social interaction for Society members, such as Beer Gardens, Dances, Intra-murals and Cultural events. The Student Government also strives to achieve a feeling of unity between all Douglas College campuses.

<b>Douglas College Student Society Business Office</b>	522-6038
<b>Office Co-ordinator</b>	522-6038
<b>Off-Campus Housing Information</b>	522-7916

<b>Campus Offices</b>	
New Westminster	522-7916
Surrey	584-9744
Richmond	278-6021
Coquitlam	525-9211
	Local 47

<b>Activities Co-ordinator</b>	522-7916
<b>The Other Press Student Newspaper</b>	522-7917

\* For further information see your Student Handbook.

## PROFESSIONAL SCHOOLS

Training in a number of professional areas is offered at the various universities, in some cases at the graduate level. Students interested in specific professions should study the calendar of the appropriate university.

Both UBC and SFU offer programs in education and commerce. UBC has professional training in physical education; recreation; fine arts (art, music, theatre); agriculture; applied science; engineering; architecture; dentistry;

dental hygiene; forestry; home economics; law; librarianship; medicine; rehabilitation; nursing; pharmacy; and social work.

### CAMPUS CHOICE

Normally, upon registration, you will be able to choose courses offered at the campus nearest your place of residence. To make maximum use of College facilities, however, some students may be required to attend a campus more distant from their homes. It is anticipated that some students will also find it more convenient to attend a campus other than that in their immediate locality. Every effort will be made to satisfy individual preference, but availability of space at a given campus cannot be guaranteed.

If you plan to move close to one of the campuses to take a particular program, you should first contact the Admissions Office for the latest information on program location. Although many courses are given at all campuses, several career programs can be given at only one campus because of the special facilities that are required.

### LIBRARY

On each campus the Library provides a wide array of resources designed both to assist students with class-based study, and to encourage self-learning. Library resources are open to students, faculty and the general community.

#### Finding Your Way Around

An active programme of library instruction at Douglas College includes in-class lectures and tours for all new students. Individual tours of the library are also available throughout the semester. Students are shown how the Douglas College library system works and where the various facilities are located — beginning with the card catalogue, the circulation desk, the xerox machine...in other words we answer all those questions that most new students are too shy to ask. Handouts about library services and systems are also available at all campus libraries.

#### Using the Library

For the majority of new students the library appears to be a complex and bewildering place. While a modern library is a complex institution, its resources can be used to advantage once a patron receives some basic instruction. Reference librarians are available at all campus libraries to assist in individual literature searches and to teach patrons the skills with which to use libraries effectively. The library is a storehouse of valuable information which is useful not only for your particular college courses but for other interests as well — and the library staff are always willing to help you get at the appropriate materials.

#### Library Courses

The library offers a number of credit courses to help students in writing term papers, preparing seminars, doing research and learning to use the resources in the library. For further details see the course description section of this calendar.

Each semester continuing education courses are offered through the library. These include a wide variety of subject areas such as: Display Techniques, Children's Programmes in the Community, Quality of Life, Personnel Management and Advanced Reference Skills.

Courses in the audio visual area are also given by the library and for those interested in AV, courses in the past have been: Using the Camera, Basic Audio in Music, Film Evaluation, Preparing a Slide/Tape Presentation and Use of A/V Equipment.

#### Some Facts and Figures

The present collection includes 80,000 catalogued items of print and non-print material: books, records, films, slides, etc., 950 periodical titles, maps and pamphlets distributed between the campus libraries. The entire collection is listed in a union catalogue on each campus, and specific campus location of each item is indicated in a location file.

The Library acquires, circulates and maintains audio visual materials and equipment. All audio visual production is done by the Instructional Resources Centre at Surrey.

The Library houses a number of collections that provide a vital service in augmenting the book, serial, and A/V collections. The pamphlet, government document, map and paperback collections all provide unique information difficult to locate or obtain in the general collections. In addition, collections are maintained for particular types of users, for example remedial learning materials, faculty development collections, and collections located at satellite centres. The Douglas College Art Collection is collected and maintained by the Library. The Library also houses the college archives, containing printed material pertaining to the history and development of the college. The archives is located on the Coquitlam campus in building 2. Finding aids have been prepared for all the collections.

#### Loan Periods

Most print materials are loaned for a two week period with the

exception of periodicals and reference books, which are available for in-library use only. Each campus also has a collection of reserve materials which are loaned, at the request of the instructor, for periods of two hours, 24 hours, three days, or one week.

The audio visual materials collections are divided among the campus libraries. The Douglas College film collection and the Surrey School District films are housed at New Westminster. Douglas College is a member of the Media Exchange Cooperative (a media cooperative of post-secondary institutions in B.C.) and a MEC Catalogue is located on each campus listing available films. Booking for films may be arranged by contacting Audio Visual Services, New Westminster Campus Library.

Each campus library has its own collection of playback equipment which includes 16mm projectors, slide projectors, audiotape recorders, videotape recorders and television monitors, and opaque projectors. Equipment such as cassette recorders, filmstrip viewers and slide viewers are borrowed often by students. Equipment is available to instructors and students on a booking basis. The loan period varies.

#### Requests and Recalls

Douglas College operates a request and recall system which gives users access to materials on all campuses.

#### Material From Other Institutions

Your Douglas College borrower's card can be used at all B.C. community colleges and at public libraries within the College district. A system of interlibrary loans, arranged through a provincial interlibrary loan network amongst post-secondary institutions, allows access to the collections of UBC, SFU, and the University of Victoria.

### HOURS

Surrey, New Westminster, Richmond		Coquitlam	
Mon. - Thurs.	7:45 am - 10:15 pm	Mon. - Thurs.	7:45 am - 7:00 pm
Friday	7:45 am - 5:15 pm	Friday	7:45 am - 5:15 pm
Saturday	9:00 am - 1:00 pm	Saturday	CLOSED

### PHONE NUMBERS

Coquitlam:	525-9211	Local 30
New Westminster:	521-4851	Local 221
Richmond:	273-5461	Local 56
Surrey:	588-4411	Local 220

### COLLEGE BOOKSTORE

Full Bookstore facilities are available on Surrey, New Westminster and Richmond campuses. At present, the Richmond Bookstore is open only from 10:00 a.m.-2:00 p.m. daily; this is subject to change at short notice. The Bookstore supplies all textbooks and will accept special orders for books and other materials. It also maintains a collection of reference books, paperbacks, slide rules, calculators, briefcases, school supplies, stationery, a large range of art supplies, including mounting board and illustration board, a large range of drafting supplies, fashion design supplies, and College T-shirts. The Bookstore carries an assortment of Douglas College crested items, such as ring-binders and steins. The Bookstore also buys some used texts during the first 10 days of each semester.

### CAFETERIA

Limited cafeteria services are provided on each campus.

### PARKING

Growth in student population has resulted in serious overcrowding of campus parking lots. Despite repeated appeals, many people continue to park illegally.

**Fire regulations must now be rigidly enforced.** Vehicles improperly parked between white lines or vehicles parked in other than designated spaces will be towed away at the owner's expense. There is no reserved parking space at any campus except for students who require the use of a wheelchair. These areas are specifically marked as such, and you are requested to respect them.

Some relief is available at New Westminster in the adjacent Canada Games Pool parking area. Those unable to legally park in parking lots are urged to find alternative legal parking spaces on roadsides.

### HOUSING SERVICES

Since Douglas is considered a commuter college for students in the eight school districts it serves, no residences are maintained. The Student Society provides a listing of available accommodations, but makes no recommendations regarding their quality and does not enter into any disputes between landlords and tenants.

For information on housing please call: Housing Coordinator, 522-7916.

# CONTINUING AND COMMUNITY EDUCATION PROGRAMS

Our many Continuing and Community Education programs and courses make Douglas College available to the adult community in the College region. They are designed to be appropriate, convenient, and attractive to the part-time mature student.

## COLLEGE CREDIT PROGRAMS

These programs lead to certificates and diplomas in the career and university-transfer fields on a part-time basis. Most Douglas programs are available to the part-time student, many of them being available day and evening, on and off campus. Telephone the Admissions Office for details at 588-6404.

## COMMUNITY, PUBLIC AFFAIRS, AND SPECIAL-INTEREST COURSES AND ACTIVITIES

These are developed with the assistance of organizations, groups, and individuals, and may be offered in co-operation with school district adult-education departments in our College region. Telephone the Continuing Education Office for current information at 525-9211.

## AVAILABILITY OF STUDENT SERVICES

All services are available to both daytime and evening students. For information telephone Counselling and Student Services or Continuing and Community Education, 525-9211.

## COUNSELLING AND STUDENT SERVICES

### COMMUNITY RESOURCES

In the Counselling Centre on each campus, numerous services are available to help students to gain the maximum benefit from their college experience. The focus of these services is on assisting students to develop initiative and responsibility for planning their future.

These services include:

### COUNSELLING

**Vocational and Educational Counselling:** identifying and analyzing interests, abilities, goals; developing plans and decision-making strategies.

**Personal Counselling:** an opportunity to discuss a broad range of personal concerns, to consider ways of dealing with immediate crisis, to become more aware of one's own lifestyle, and to develop strategies for coping with interpersonal situations, both within the college and outside it.

### ACADEMIC/CAREER PLANNING

Assisting students in course planning; providing information about career or program requirements, course loads, transferability and prerequisites.

### STUDENT PLACEMENT SERVICE

The Student Placement Office, located in the New Westminster Counselling Centre, is open Monday to Friday, and provides opportunities for part-time or summer employment. Available job opportunities, both on and off campus, are made known immediately to students registered with the Placement Office. Facilities are also provided for employers to conduct interviews on campus.

### CAREER RESOURCE CENTRES

Located in the Counselling Department on each campus is a comprehensive Career Resource Centre.

The Career Resource Centre is a place where students, staff, faculty and any community person can obtain occupational, vocational and educational information.

Each Career Resource Centre contains community college and university calendars from across Canada, occupational forecasts, specific vocational requirements for thousands of jobs, books and charts relating subject to occupations, salary scales, and much more.

If you want to know what training, educational, or personal requirements exist for a job; if you want to know what the job availability, and salary scales are; if you want to know anything related to careers, then visit the Career Resource Centre on your campus.

The Centres exist in order to assist you in your career exploration and selection.

### CAREER SEMINARS

In order to provide first-hand and up-to-date information on a variety of careers, the Career Resource Centre sponsors several Career Seminars in each semester.

Each seminar has guest speakers who are employed in, or do training in, the career area being presented.

All students, staff, faculty and community people are welcome to attend any number of the career seminars.

For more information, contact the Educational Planner in the Counselling Centre on the campus nearest you.

### SKILL DEVELOPMENT

In order to cope with the range and difficulty of college textbooks, it is

necessary for you to have an adequate reading ability. A reading assessment is available at the reception desk in the Counselling Office on each campus. This self-administered test will give you an idea of how proficient your reading is.

If you are still unsure of your skills, we encourage you to register for a course in Reading Skills for College (SD 100) offered day and/or evening on all campuses.

### HUMAN DEVELOPMENT

Personal growth and human development courses for students who wish to acquire more insight into their behaviour, to improve interpersonal communication skills, or to develop greater awareness of their abilities, aptitudes and interests:

LIFESTYLE OPTIONS, CAREER EXPLORATIONS  
PERSONAL GROWTH AND AWARENESS

INTERPERSONAL COMMUNICATION SKILLS, GROUP PROCESS  
HUMAN SEXUALITY

### ADULT BASIC EDUCATION

Through its Adult Basic Education programs, Douglas College offers a variety of courses designed to meet the needs of adults whose limited general education prevents them from obtaining and holding rewarding employment. Manpower sponsorship is available in some cases. Check with your Campus Counselling Centre for details.

### ACADEMIC UPGRADING

**Basic Reading, Writing and Spelling Skills for Adults:** Classroom instruction in reading, writing, spelling and arithmetic for adults, reading, writing and computing below the grade five level. Flexible hours for shift workers. This course can lead to a grade 8, 10 or 12 equivalency. No charge to students. For information call:

Coquitlam 525-9211  
Langley 530-5138

**Join the I CARE Project:** Meet with a trained volunteer tutor once a week in your community. The tutor will teach you to read or write on a one-to-one basis. All inquiries for basic skills instruction are confidential.

**Tutoring Adult Non-Readers:** Do you want to teach an adult to read and write? We offer free training to adults willing to commit themselves to a tutoring relationship for one year. 10 hours of workshop instruction and 5 hours of lab experience. For more information call:

Coquitlam 525-9211

**Volunteers Needed:** Volunteers needed to tutor adults, help with community awareness of literacy problem, publish I CARE newsletter. For more information call:

Coquitlam 525-9211

### SOCIAL EDUCATION

Basic Job Readiness Training (B.J.R.T.) and Employment Orientation for Women (E.O.W.) employment preparation programs for adults wishing to enter or re-enter the work force. Students attending these programs receive a Canada Employment and Immigration Commission training allowance. All students on these programs are required to attend full-time (30 hours per week). To enroll in either of these courses, students must first contact their local Canada Employment and Immigration Commission office.

The staff and faculty in the Counselling Centres invite students and members of the community to drop in at any time. Evening interviews arranged by appointment. Drop in or telephone.

# FINANCIAL AID

## GENERAL INFORMATION

Douglas College has a number of scholarships, bursaries and loans for which you may apply. Assistance is available to both full and part time students. To determine your eligibility, study the following descriptions carefully, since they differ in each case. Because negotiations for financial aid are conducted on a continuing basis, the Financial Aid Office should be contacted for the latest information. Should you require assistance with your application, or with interpretation of rules and regulations, contact the Financial Aid Office on the Surrey campus or telephone 588-6404.

During the 1979/80 academic year a first year University Transfer student, living away from home, will have approximately the following costs:

Tuition	\$ 280
Books	200
Accommodation	2,000
Miscellaneous	600
Transportation	250
Total	3,330

If combined student/family resources are inadequate to meet these costs, the student should apply to the Financial Aid Officer for assistance.

Loan applications are normally accepted up to four weeks after the commencement of the semester.

## BRITISH COLUMBIA STUDENT FINANCIAL ASSISTANCE PROGRAMS

The Government of the Province of British Columbia has several programs of financial awards and financial assistance for students undertaking studies in designated post-secondary educational institutions. One of these is the Canada Student Loan/B.C. Grant-in-Aid Program as outlined below. The following describes the basic elements of the program as they existed in the 1978/79 educational year (subject to revisions for the 1979/80 year, the program is as follows).

### CANADA STUDENT LOAN/B.C. GRANT-IN-AID

The purpose of the Canada Student Loan/B.C. Grant-in-Aid program is to assist students whose resources are insufficient to provide for the cost of full-time studies at the post-secondary level of education. Normally a maximum of \$3,500 per term or \$1,750 per semester can be obtained. Part of the funding is in the form of a Canada Student Loan and part is in the form of a Grant. Repayment commences six months after the borrower ceases to be a full-time student at a specified educational institution. The interest, during the school period, is paid by the Federal Government on behalf of the student. Students who have previously received Canada Student Loans but do not negotiate one for their immediate period of study, should submit a Schedule II to their lending institution to retain interest-free status.

The B.C. Grant-in-Aid is normally provided in addition to any Canada Student Loan assistance. This form of assistance is a non-repayable grant and students must apply for a student loan to receive these funds. Grant funds are disbursed in proportion to the amount of Canada Student Loan received. To be eligible, students must register for and carry a minimum of nine credit hours per semester.

### Method of Application:

Obtain an application form from the Financial Aid Office or at any Campus Admissions Centre. Students planning to enter Douglas College and wishing to receive notification of their award prior to the commencement of the Fall Semester must submit applications to Douglas College by July 1st.

### SPECIAL ASSISTANCE

Part time students enrolled in any program, as well as students enrolled in programs which are fewer than 26 weeks in length may be eligible to receive a provincial grant to cover the cost of tuition and books. Further details are available from the Financial Aid Office.

### "WORK STUDY" PART TIME EMPLOYMENT PROGRAM

For students who wish to have part-time employment, the Work Study program is available to provide up to 180 hours of employment at student assistant rates. Further information may be obtained from the Student Placement Officer.

## AWARDS AVAILABLE TO DOUGLAS COLLEGE STUDENTS

### Scholarships, Bursaries and Grants:

#### Anonymous Donor's Bursary

From time to time Bursaries are made available to the College by benefactors who wish to remain anonymous. Amounts are varied and dispersal is at the discretion of the Financial Aid Officer.

#### Amalgamated Construction Association of B.C. — Construction Management Bursary

Available to students entering the third semester of the Construction Management Program and awarded annually by the College in consultation with the donor. To be eligible, an applicant must have satisfactory academic standing and financial need. A written application indicating financial need must be submitted to the Financial Aid Officer, Douglas College by April 1st. A personal interview may be required.

#### ARMA Scholarship Fund

The ARMA Scholarship Fund will award college scholarships at \$600.00 each to students specializing in a field that can lead to a career in records management. Contact Financial Aid for further information.

#### B.C. Athletic Awards

Awards at \$750 each are available for students already enrolled in a post-secondary institution. Further information and application forms may be obtained by writing to:

B.C. Physical and Amateur Sports Funds  
 Parliament Buildings,  
 Victoria, B.C.  
 V8W 1K7

#### B.C. Cultural Fund

A number of scholarships are available annually in order to assist in the fine arts education and to stimulate advanced studies and professionalism in talented and dedicated British Columbians.

Junior Scholarships — to a maximum of \$250 per year for a maximum of four years (upon re-application each year) for students engaged in full-time study, up to and including second year of a university and/or community college in a fine arts program. Further information and application forms for the above may be obtained by writing to:

B.C. Cultural Fund,  
 Ministry of Recreation and Conservation,  
 Parliament Buildings,  
 Victoria, B.C.  
 V8W 1K7

#### B.C. Forest Products Ltd. Scholarships and Bursaries

A scholarship of \$250 is open to students proceeding in the fall from Grade 12 to a full program of studies at a regional college. Information available at Financial Aid Office. Applications must be submitted by September 1st.

#### B.C. High School Boys' Basketball Association Scholarship

These are awarded to successful applicants proceeding from grade 12 to a full course at any university in B.C., or any other institution of higher learning which is approved by the BCHSBA directors. Applicants must have demonstrated proficiency in basketball, have obtained a C average or equivalent scholastic standing and have good qualities of character and leadership. Applicant's need will be a primary consideration of the committee. He must apply in writing to: The Secretary, BCHSBA, 1300 East 29th Avenue, Vancouver, B.C. Applications must be received by June 1. Three letters of reference must accompany the application: one from the principal of the applicant's school, one from a member of the high school staff other than the team coach, and one from a person who knows the applicant well and will estimate his qualities of character, leadership and participation in community activities.

#### B.C. High School Boys' Basketball Association Bursary [Lower Mainland Region]

Awards of up to \$150 are made annually to members of the Association by the Lower Mainland Region of the Association. They are based on basketball ability, citizenship, scholastic ability and need. Application



should be made to: K. R. McKenzie, Principal, David Thompson Secondary School, 1755 East 55th Street, Vancouver, B.C.

#### **B.C. Hospital Employees Union Local 180—Bursaries**

The following Bursaries are offered to students who are preceeding in the Fall from Grades XII to a full program of studies in any field leading to a degree at one of B.C.'s four universities or any regional college in B.C. HOSPITAL EMPLOYEES' UNION (VANCOUVER GENERAL UNIT): Two Bursaries of \$350 each.

HOSPITAL EMPLOYEES' UNION (ROYAL JUBILEE UNIT): One Bursary of \$350.

HOSPITAL EMPLOYEES' UNION (VICTORIA GENERAL UNIT): One Bursary of \$350.

HOSPITAL EMPLOYEES' UNION (PROVINCIAL EXECUTIVE): One Bursary of \$250;

Two Bursaries of \$500. each.

To be eligible an applicant must:

1. Be the son or daughter of an active Member of the union, or the son or daughter of one who was an active member as of January 1, 1976, but who has since been superrannuated.
2. File with the University Awards' Committee, the University of B.C., a letter indicating the connection of his or her parents with the union, and complete the Special bursary form of the University. This form, which will be sent to the candidate on receipt of the letter, must be received by the university not later than July 1.

#### **B.C. Indian Arts and Welfare Society**

Two bursaries of \$150 each are awarded annually by the B.C. Indian Arts and Welfare Society in memory of Canadian Indians who gave their lives in either world war. Native Indian applicants must be from the province of B.C. and be planning to enter one of the recognized universities or colleges in B.C., or some technical school or other training centre. The award is made by the Executive Committee of the B.C. Indian Arts and Welfare Society. If no application is received from a student entering first year of university, the bursary may then be awarded to a student enrolled in any of the senior years. A written application should be received not later than August 15 by: The Honourary Secretary, B.C. Indian Arts and Welfare Society, c/o The Provincial Museum, Victoria, B.C.

#### **B.C. Lung Association Christmas Seal Society Bursary**

The B.C. Lung Association Christmas Seal Society Bursary awards a \$500 bursary to a student entering second year in the nursing program. Applications may be made in writing to the Financial Aid Officer on the Surrey campus.

#### **B.C. Telephone Scholarships**

Scholarships amounting to \$1,000 are provided to Douglas College students.

Scholarships are awarded in the fall under the following definitions:

1. \$250 to Academic Transfer areas
2. \$250 to the two-year Career Program area
3. \$250 to the less than two year Vocational area.
4. Two \$125 awards to students in any of the above program areas who are enrolled part-time.

Application forms are available at the Admissions/Counselling area of your campus.

#### **B.C. Youth Foundation Loans**

Loans of unspecified amounts are offered to students demonstrating ability and financial need. Apply to: Mr. S. E. Walmsley, 204 - 1750 West 10th Avenue, Vancouver, B.C. V6J 2A6. Phone 732-6201

#### **Birks Family Foundation Bursary**

The Birks Family Foundation has an annual contribution. The number and amount of such awards may vary annually, depending upon the funds available from the foundation. The bursary will be awarded on the basis of academic standing and financial need. For details contact the Financial Aid Officer at the Surrey campus.

#### **Aubrey Burton Bursary**

The Canadian Union of Public Employees, Local 1004 is offering a Bursary in the amount of \$250. The terms of reference for this Bursary are as follows:

1. Members of the Union.
2. Sons, daughters or wards of members of deceased members.
3. Sons and daughters of any trade union member.
4. The award will be made to an applicant on the basis of financial need and competence in studies, pursuing work in any year and faculty.

To apply, students must send a letter verifying the applicant's parental association with the Union and his/her educational goals and financial need to the Financial Aid Office on the Surrey campus.

#### **Cal Callahan Memorial Bursary**

This Association offers a bursary or bursaries, to the total of \$2,000 awarded annually to sons, daughters or legal wards of persons who derive

their principal income from the Pipeline Industry and who employers are members of this Association. The purpose of these bursaries is to give financial assistance to students who are beginning undergraduate studies in a full program leading to a degree or certificate in any field, at a recognized university or college in Canada. Selection will be made by the Executive Committee, based upon scholastic record and financial need, provided the applicant otherwise qualifies. Applications may be obtained from the Association's Executive Office, Suite 203, 698 Seymour Street, Vancouver, B.C. V6B 3K6 and must be returned by not later than September 30th accompanied by a receipt or other proof of enrollment.

#### **The Canada Council Aid to Artists**

Grants are available to individual artists in all disciplines and specialties, to help them improve their skills and to give them free time for creative activity.

#### **Canadian Army Welfare Fund Bursaries**

Bursaries are available to assist dependents of former members of the Canadian Army to obtain a post-secondary education by providing financial assistance primarily for tuition and purchase of text books. All applicants must be dependents of former members of the CANADIAN ARMY (Regular) who served between 1 Oct 46 and 31 Jan 68. Dependents include natural, step or legally adopted children. Service with the former ROYAL CANADIAN NAVY or ROYAL CANADIAN AIR FORCE does not constitute eligibility. Application forms may be obtained at the College.

#### **The Provincial Council of B.C. Canadian Daughter's League**

The B.C. Canadian Daughter's League is offering a \$300 award to a student in the field of teaching. Apply in writing to the Financial Aid Officer on the Surrey campus.

#### **Hugh Christie Memorial Bursary**

Selection criteria for this \$500 bursary:

- Students pursuing a career in Corrections—International Development
- Social Work or YM-YWCA;
- Must be registered in the Faculty of Physical Education, Recreation, Social work, Criminology or related fields;
- Application should be supported by a letter of reference(s);
- Application must be in writing, giving full particulars i.e. name, address, age, together with reason for applying for this bursary (in 500 words or less).

Send application to: Mr. Graham Christie, Chairman,  
"Hugh Christie Memorial Bursary" Committee,  
Vancouver Area Y.M.C.A.,  
6137 Cambie Street,  
Vancouver, B.C.  
V5Z 3B2

Closing date for applications: September 30th.

#### **Certified General Accountants Association of British Columbia—Continuing Education Tuition Scholarship.**

The CGAA offers a continuing education scholarship of \$250 to a graduate of the 2 year business program at Douglas College, and who will be enrolling in CGAA. Written application is to be submitted to the Financial Awards Officer on the Surrey campus by June 1. The character of applicants will be considered as well as academic standing.

#### **Institute of Chartered Accountants of British Columbia Scholarships**

A \$100 scholarship shall be made available to a full-time student of Douglas College completing the first year of a University Transfer program who is proceeding to second year or to a university in the commerce option, has a good record in the accounting courses completed, has maintained a second class standing overall, has financial need and who is interested in becoming a Chartered Accountant. Written application to be submitted to the Financial Aid Officer on the Surrey campus by June 1st.

#### **Cominco Higher Education Awards**

Entrance awards of \$350 to \$500 are made available to sons and daughters of Cominco employees. Further information is available by contacting The Secretary, Scholarship and Education Awards Committee, Cominco Ltd., Trail, B.C. V1R 4L8. Applications must be completed by September 1st.

#### **Credit Union Foundation Bursary**

A \$300 Bursary is to be granted to a technical, academic or vocational undergraduate student who might otherwise have difficulty completing his or her studies by reason of financial hardship. The recipient is to be a Canadian, resident of the area served by the college and to be in attendance at the regional community college. Pick up an application form at the Financial Aid Office at the Surrey campus.

#### **Raymond Crepault Memorial Scholarship**

A \$2,500 annual Scholarship is open to French speaking Canadian citizens to help improve their radio and TV skills in a Canadian institution. Deadline for entries is February 28th.

### **Crown Zellerbach Scholarships**

Two scholarships are available to sons and daughters, or legal dependents, of employees of Crown Zellerbach Canada Ltd. Selection of the winners will be based on scholastic standing, leadership, and citizenship. The award will be made to a student with full high school graduation who is proceeding to a full academic year of studies at the University of B.C., Victoria, Nelson, or Simon Fraser University. Winners may also attend B.C. Regional Colleges, provided the program taken leads toward a degree at one of the universities noted above. Application forms are available from the Public Relations Department, Crown Zellerbach Canada Limited, 1030 West Georgia Street, Vancouver. Forms must be received not later than May 15th.

### **Delta University Women's Club Bursary**

A \$200 bursary is offered to a woman whose record shows that she merits assistance, and perhaps carries some extra type of responsibility. Applications may be made at the Financial Aid Office Surrey campus.

### **Department of Veteran Affairs**

Available to children of deceased veterans who were eligible for pension under the Pension Act. Applications should be made within 15 months of Secondary School Graduation. Applicant must maintain acceptable academic standards to ensure continuation of benefits. Apply to Department of Veteran Affairs, 1155 Robson Street, Vancouver, B.C. V6E 1B9.

### **Douglas College Student Society Scholarship**

The Douglas College Student Society has made available four scholarships of \$150 each, to be awarded to returning students of either university transfer programs or career programs. To apply, students must send a personal letter of application outlining his or her educational goals to the Financial Aid Officer on the Surrey Campus. Applications should be submitted by September 5 or December 1st. The award will be applied toward tuition.

### **Douglas College Women's Association Bursary**

This fund provides an award of \$100 each year under the following conditions:

1. The proceeds must be applied to tuition fees.
2. Be a full-time female student who has maintained a C average or better.
3. Be a resident of the College region.
4. Have a financial need.

Apply in person to the Financial Aid Office. Applications will be accepted throughout the year.

### **The Fairbridge Society Bursaries**

A number of bursaries are available each year to children of former members of the Prince of Wales Fairbridge Farm School, Duncan, B.C. These bursaries are available to students pursuing a full-time course of post secondary studies at a recognized institution of learning. Applications should be directed to: The Secretary/Treasurer, Old Fairbridgian's Association, c/o Hood, Joe & Chong, 116 East Pender Street, Vancouver, B.C. V6A 1T4.

### **Federal-Provincial Language Programs**

Students who are planning to take courses in the second official language may be eligible for assistance. Programs presently available are: Second-Language Monitor Program; Second-Language Study Fellowship; Summer-Language Bursary Program. For further information, contact the Financial Aid Office or write to: French Programs Co-ordinator, Ministry of Education, Parliament Buildings, Victoria, B.C. V8V 2M4.

### **Financial Assistance for Native Indian Students**

The Federal Government provides a comprehensive program of financial assistance to Indian people who wish to take vocational, occupational or post secondary training at Provincial educational institutions. For further information contact your district counselling service or: The Department of Indian Affairs and Northern Development, Regional Office, Box 10061, Pacific Centre Ltd., 700 West Georgia Street, Vancouver, B.C.

### **First Citizens' Fund/B.C. Native Indian Teachers Association Incentive Bursary Program**

Awards are made to status and non status Indian students in college, university and vocational school programs, on the basis of financial need and recommendations. Applications for and information concerning the 1979/80 program will be available after August 1, 1979, from school financial aid offices and Indian counsellors, from the Union of B.C. Indian Chiefs and the B.C. Association of Non-Status Indians, and from: Bursary Program, Indian Educational Resources Centre, Brock Hall 106, University of British Columbia, Vancouver, B.C. V6T 1W5.

### **Independent Order of Foresters**

Six bursaries are available to members, or to sons or daughters of members, of Court Royal City 718, Independent Order of Foresters, for post secondary education. Applications obtainable and returnable to the

Court Secretary by May 1. For information as to where these may be obtained each year, contact the Financial Aid Officer on the Surrey campus.

### **Governor General's Silver Medal**

A silver medal, presented by His Excellency the Governor General of Canada, is awarded annually to a Douglas College student. Although no monetary value is attached to the award, it is considered the highest academic honour the College can bestow. Normally, it is awarded to the student who, in the opinion of the Selection Committee, has attained the highest academic standing in the graduating year. Deadline date: Graduation.

### **Nancy Greene Scholarships**

Awards at \$750 each are available (for British Columbia secondary school students who are about to enrol in a designated post-secondary institution). Further information and application forms may be obtained by writing to: B.C. Physical and Amateur Sports Funds, Parliament Buildings, Victoria, B.C. V8W 1K7.

### **Gyro Club of New Westminster Bursary**

This is a Bursary of \$200 for a full-time student who has been a resident of New Westminster for at least five years. For more information and to apply contact the Financial Aid Officer at the Surrey campus.

### **Ruth Hancock Memorial Scholarship**

A \$1,000 annual scholarship has been established for presentation to a Canadian student enrolled in a recognized communications course in Canada. Deadline for entries is January 31st. Applications available at Financial Aid Office.

### **Hockey Canada Awards**

The recipient must attend a Canadian university or community college; have passing grades and play for the varsity hockey team at the university they are attending. Awards are as follows:

First year university receives	\$1,200
Second year university receives	700
Third year university receives	500
Fourth year university receives	400
All Community Colleges receive	300

The applications must be completed and returned to the Financial Awards Officer before March 31.

### **Jo Heunemann Annual Memorial Bursary**

The Deltassist Society is giving a \$100 bursary to a Delta student studying in the field of community service (Social Service). For bursary forms, contact: Irene McRae, Executive Director, Deltassist Society, 8327 - 120th Street, Delta B.C.

### **Imperial Oil Higher Education Awards**

This program offers free tuition and other compulsory fees to the children of employees and annuitants who proceed to higher education courses. Awards are restricted to students under 25 years of age. To qualify, a student must attain an average mark of 70% or higher. Further information and application forms may be obtained from The Secretary, Committee on Higher Education, Imperial Oil Limited, 111 St. Clair Avenue West, Toronto 7, Ontario.

### **Interior Designers Institute of B.C. Scholarships**

The Interior Designers Institute offers a scholarship of \$350 to students taking a full time course in Interior Design. Applications must be made before the final two weeks of the spring term. Details of requirements and application procedure are available from Interior Design instructors.

### **Labatt's Totem Conference Bursary**

Labatt Breweries of British Columbia will be making a \$100 Bursary available to a first year student based on academic qualifications and athletic endeavours connected with Totem Conference sport. Applications will be made directly to the Financial Aid Officer at the Surrey Campus.

### **Langley [or Aldergrove] Secondary School Scholarships**

The following loan and scholarships are offered to graduates of Langley (or Aldergrove) Secondary Schools. For each of these, students must apply to The Chairman, Langley (or Aldergrove) Secondary School Scholarship Guidance Committee, on or before June 15. The loan and scholarships are awarded upon winners' acceptance at UBC or other appropriate post secondary institution. If there are no suitable applicants during the year, the loan and scholarships will be awarded in a subsequent year.

#### **1. Langley Sc - \$1.00 Store Loans**

Selection is made on the basis of scholarship, extra-curricular activities, high moral force of character, community interests and financial need. Applicants are not required to write departmental examinations. The full amount of the loan will be repaid to the Langley scholarship fund under the following conditions:

The loan is interest free and is not repayable during the period of

education. The loan must be repaid not later than two years following the completion of education.

Repayment arrangements are to be made with the Langley Scholarship Bursary Committee.

2. **Langley Anglican Theological Scholarship**—Donated by Miss Hilda Jude. Awarded to applicant who will be enrolled in any Anglican or United Church theological college on the basis of scholarship, extra-curricular activities, Church and community interests, and need. Applicants need not have written departmental examinations but preference may be given to those who have. Final selection is subject to the approval of Miss Hilda Jude.

3. **Langley Memorial Hospital Medical Staff Scholarship**—Donated by the Medical Staff of Langley Memorial Hospital.

Awarded to applicant proceeding to first year in the Faculty of Medicine at UBC or equivalent university on the basis of scholarship, high moral force of character, and need. Applicants need not have written departmental examinations but preference may be given to those who have. If the winner is subsequently awarded an equivalent or better scholarship from a source outside the fund, this scholarship may revert to the next most suitable applicant.

4. **Langley Pharmacists' Scholarship**—Donated by the pharmacists of Langley City and municipality.

Awarded to applicant proceeding to first year in the Faculty of Pharmacy at UBC or equivalent university on the basis of scholarship, high moral force of character, and need. Applicants need not have written departmental examinations but preference may be given to those who have. If the winner is subsequently awarded an equivalent or better scholarship from a source outside the fund, this scholarship may revert to the next most suitable candidate.

5. **W. A. McLennan Scholarship**

Awarded to applicant proceeding to a recognized university, technical institute, vocational school, junior college, senior matriculation, school of nursing or other approved training school on the basis of general scholastic efficiency, high moral force of character, ability to co-operate with others, and financial need. In the case of a student proceeding to forestry, with other determining qualities being equal, preference is given to such an applicant. Applicants need not write departmental exams.

#### **The Royal Canadian Legion (Pacific Command)**

The Royal Canadian Legion (Pacific Command) offers annual awards for students proceeding from secondary school, college or university, as well as for students entering second, third, or fourth years. Scholarships and bursaries are awarded on the basis of academic standing and financial need. Preference is given to sons and daughters of deceased, disabled or other veterans, although applications from other worthy students are also considered. Deadline for applications is May 31. Obtain information from The Royal Canadian Legion, Pacific Command, 3026 Arbutus Street, Vancouver, B.C.

#### **Lord Strathcona Fund**

This award is administered through the Vancouver Foundation and can provide assistance to female students who were born in Great Britain, Scotland, Ireland or Wales. The awards are varied in amount and are awarded in the fall. Applications must be made through the Financial Aid Office of Douglas College.

#### **John B. Macdonald Alumni Bursaries**

The UBC Alumni Association offers bursaries of \$350 each to students entering UBC for the first time from a regional college. Applicants must complete the UBC bursary application form and supplement the application with two letters of recommendation. One of these must be from the Financial Awards Officer of the College being attended. The application with the required letters of recommendation and transcripts of the applicant's grade 12 marks and College marks must be forwarded by July 1 to: The John B. Macdonald Bursary Competition, c/o University Awards Committee, Room 207, Buchanan Building, University of British Columbia, Vancouver. Only applicants who will enroll at UBC in September, who will be full time students on a program leading to a degree, will be eligible.

#### **MacMillan Bloedel Special Scholarships**

Twelve scholarships of \$100 to \$500 each are available annually to sons and daughters (or legal dependents) of employees of the company serving in any MacMillan Bloedel Division in North America. These scholarships are open to students graduating from Secondary schools and proceeding to studies at recognized institutes of higher learning. Awards will be made on the basis of academic ability. Application forms must be submitted by May 31 each year and may be obtained from the Manager of Personnel Supervisor at each operating division, or from the Secretary, Scholarship Committee, MacMillan Bloedel, 1075 West Georgia, Vancouver, B.C.

#### **Maple Ridge School Bursary**

An award of \$300 has been made available by School District No. 42 to a resident of the Maple Ridge School District who is enrolled as a full time

student at the Maple Ridge Campus of Douglas College. Application should be sent to the Financial Aid Office at the Surrey Campus.

#### **Mungo Martin Memorial Award**

The subject awards will be made annually from the proceeds of the Mungo Martin Memorial Fund, raised by public subscription under the sponsorship of the B.C. Indian Arts and Welfare Society of Victoria, B.C., to commemorate Mungo Martin, the late Kwakiutl chief, artist, philosopher and carver, who did so much to revive appreciation of Indian art and traditions of the Northwest Coast, winning renown far beyond its boundaries.

Awards to be made in any amount or amounts in any year within the limitations of available funds (Awards normally from \$100 to \$300).

The purpose of the awards is to assist people of Indian racial background to further their education, vocational training, skills and competence in arts, handicrafts and other worthy endeavors.

Candidates must be of Indian racial background and must be domiciled in B.C. at the time of application.

Applications should be made on forms provided by the Board of Trustees and may be mailed to: The Board of Trustees, Mungo Martin Memorial Award Fund, Mrs. Velva B. Rossiter, Humpback Road, R.R.6, Victoria, B.C. V8X 3X2

#### **The Grand Lodge Masonic Bursaries**

The Grand Lodge of Ancient Free and Accepted Masons of B.C. offers annual bursaries from \$200 to \$500 each to sons, daughters, and legal wards of active members of Masonic Lodges in B.C., or of deceased members who at the time of death were active members. The purpose of these bursaries is to assist students who, otherwise lacking financial aid, might find it impossible to continue their education. Winners are selected from among applicants having satisfactory academic standing, and who are beginning or are continuing undergraduate studies at UBC, SFU, U.Vic, BCIT or a regional college, in a full program leading to a degree or certificate in any field. Preference is given to applicants entering the University or College from Grade 12, and to undergraduates in second year studies. To qualify for consideration, a candidate must obtain an application form from UBC's scholarship and bursary office. The completed application, which must be received by the university not later than July 1, must be accompanied by a letter from the lodge secretary verifying the applicant's parental association with the Masonic Order. Since a special committee considers the applications, those who wish to apply for other bursaries must submit a separate application. Each application must be accompanied by a transcript of the student's academic record at the institution most recently attended. If the grade 12 transcript is not immediately available, it must be forwarded at the first opportunity.

#### **Mohawk Oil Co. Ltd. Scholarship**

The Mohawk Oil Co. is offering two scholarships of \$250 each to students of Douglas College. Scholarship is awarded on the basis of academic standing and financial need. Letters of application are to be directed to the Financial Aid Officer, Douglas College. Available for the fall semester.

#### **National Scholarship Program of the Printing and Publishing Industry**

Scholarships ranging from \$100 to \$500 are available for students interested in a career in some aspect of graphic communications—such as management, design, technology, engineering or science—and pursuing studies in a field related to that career. For further information and application forms, write to: Canadian Graphic Arts Scholarship Trust Fund, Suite 906, Fuller Bldg., 75 Albert Street, Ottawa, Ontario, K1P 5E7.

#### **National Secretaries Association Bursary**

A \$100 bursary is to be offered each January, starting with 1980, to a student who has been studying in the Secretarial Arts Program for three months or more. The selection committee will be made up of two instructors in the program and one member of the Association. Application forms are available at the Admissions Counselling Centres.

#### **The Royal Canadian Naval Benevolent Fund Awards**

Financial Assistance in the form of grants or loans to former members of the Naval Forces of Canada, or their dependents over the age of sixteen for purposes of attending College, University or other educational and vocational institutions will be considered in the light of the following criteria:

- (i) Ability of parent(s) to finance such education without detriment to a normal acceptable standard of living.
- (ii) Consideration of all other available resources such as Scholarships, Bursaries, Student Loans etc.
- (iii) Motivation and educational potential of the dependent.
- (iv) Mid term academic progress of the dependent, and,
- (v) For subsequent years assistance, annual review and a year end report of student progress.

Serving members should make application through their Ship's representative or Commanding Officer.

Former naval personnel, or dependents, should make application to the

nearest Naval Division, District Office of the Department of Veterans Affairs, or to Head Office, Eastern Committee or Western Committee as follows:

The General Secretary and Treasurer, The Royal Canadian Naval Benevolent Fund, P. O. Box 505, Station "B", Ottawa, Ontario. K1P 5P6. The Secretary, Eastern Committee, RCN Benevolent Fund, Room 104, Administration Bldg., CFB Halifax, FMO Halifax, N.S., B3K 2X0 or The Secretary, Western Committee, RCN Benevolent Fund, CFB Esquimalt, FMO Victoria, B.C. V0X 1B0

#### **Ruth Nichol Award for Fine and Applied Arts**

This award will be given to a graduating student who has attended a minimum of two years at the college. It will be awarded to the student in the above specified category who demonstrates the highest degree of growth and development during the period of attendance at the college. Candidates are selected automatically through instructors' nomination.

#### **Nursing Student Bursaries**

Bursaries of \$150 per month are available to student practical nurses. Information and application forms are available through your Financial Aid Officer at the college.

#### **Independent Order of Odd Fellows—Joint Bursary**

Bursaries of \$100 are available annually to assist students who are undertaking a full time post secondary education. These are provided by the Grand Lodge, Rebekah Assembly, and the Grand Encampment of the Independent Order of Odd Fellows of B.C. Applicants must have direct connection with one or more branches of the Order through parents, grandparents, or close relatives. Special consideration is given to financial need. Application forms are obtainable from and returnable to any Odd Fellows or Rebekah Lodge by May 1.

#### **Pacific Association for Continuing Education (PACE) Bursary**

The amounts awarded shall vary between \$50 and \$200 for any one period of study. Eligibility:

1. An individual is eligible for a bursary if registered as a part-time or short-term student in any recognized and formally organized learning activity in continuing education or training in B.C., e.g. Academic Advancement, Trades and Union Skill Training, Business Training, Adult Education, Community Education.
2. Bursaries are open to residents of B.C.
3. Recipients are eligible for only one bursary award.

The bursary shall be applied directly to tuition fees or course materials. Apply in writing to The Bursary Committee, Pacific Association for Continuing Education, c/o Douglas College, P.O. Box 2503, New Westminster, B.C. V3L 5B2

#### **Parks Canada Undergraduate Scholarships for Registered Indians and Inuit People**

Scholarships in the amount of \$1,000 are available. For eligibility and application, see your Financial Aid Officer.

#### **Adele Peet Memorial Bursary**

The Adele Peet Memorial Committee is accepting applications for bursaries in the amount of \$250. Selection criteria:

- Applicant must be a resident of the lower mainland
- Must be registered in the Faculty of Nursing, Physical Education or Recreation
- Application should be supported by a letter of reference(s)
- Application must be in writing, giving full particulars i.e. — name, address including postal code, age, together with reason for applying for this bursary (in 500 words or less).

Send application to: Mr. Dennis Peet, Chairman, "Adele Peet Memorial Bursary" Committee, c/o Vancouver Area Y.M.C.A., 6137 Cambie Street, Vancouver, B.C. V5Z 3B2.

#### **P.E.O. Education Fund**

The P.E.O. Educational Loan Fund makes loans available to qualified women who desire higher education. A woman is eligible to receive consideration for a loan if she is a high school graduate (or equivalent), is a citizen of the U.S. or Canada, is recommended by a local chapter of the P.E.O. Sisterhood, and either is enrolled or will enroll in any accredited college or university. For more details, contact Douglas College Financial Aid Officer, Surrey campus.

The maximum loan to any student may not exceed that recommended by her sponsoring chapter and is limited to \$1800. Loans and their amounts are subject to the availability of funds.

#### **Premier's Athletic Awards**

Awards at \$1,000 each are available for students already enrolled in a designated post-secondary educational institution. Further information and application forms may be obtained by writing to: B.C. Physical and Amateur Sports Funds, Parliament Buildings, Victoria, B.C. V8W 1K7.

#### **RNABC Education Loan**

The Registered Nurses Association of British Columbia offers loans up to

twice the estimated study costs for students who have successfully completed all but the final year of a basic baccalaureate program in nursing; have been accepted for the proposed course of study; or will enroll in Placement Services. For instructions and applications write or phone: Registered Nurses' Association of British Columbia; 2130 West 12th Avenue, Vancouver, B.C. V6K 2N3. Phone 736-7331

#### **Regular Officers Training Plan (ROTP)**

This plan combines university subsidization with career training as an officer in the Regular Component of the Canadian Forces. Successful candidates are enrolled in the rank of officer cadet, and are required to maintain a good academic and military standing while in the plan. All tuition and other essential fees are paid by the Department of National Defence. In addition, the officer cadet receives an annual grant of \$125 for books and instruments, and is paid \$255 a month for personal and living expenses. Free medical and dental care is provided. Annual leave (30 day plus travel time) with full pay and allowances may be granted each year, usually after the summer training period. On graduation, the officer cadet is commissioned to the rank of lieutenant.

#### **Reserve Officer University Training Plan (ROUTP)**

In contrast to the ROTP, this plan carries no service obligation. Successful candidates are enrolled in the reserve forces as officer cadets and may be promoted to the rank of second lieutenant after the first year of military training. The purpose of the ROUTP is to provide military training leading to commissioned rank in the reserves to selected undergraduates attending Canadian universities and community colleges. The plan involves 15 days training over the winter and up to 16 weeks in the summer. Enrollment standards include: Canadian citizen, aged 17 - 22 (exceptions possible), married or single, medically fit, and must be enrolled in an undergraduate program as a full time student (university transfer program in community colleges). Approved institutions in the Greater Vancouver area are:

Capilano College, North and West Vancouver  
Douglas College, New Westminster, Richmond, Surrey  
Simon Fraser University, Burnaby  
The University of British Columbia, Vancouver  
Vancouver Community College, Vancouver

Participating armed forces units in the Lower Mainland are:

British Columbia Regiment (Armoured), 620 Beatty St., Vancouver  
15th Field Regiment (Artillery), 2025 West 11th Avenue, Vancouver  
HMCS Discovery (Navy), Stanley Park, Vancouver  
Royal Westminster Regiment (Infantry), 1650 Burrard St., Vancouver  
6th Field Squadron (Engineers), 1513 Forbes St., North Vancouver  
Vancouver Service Battalion (Service Corps, Security, Ordnance, Medical), 4050 West 4th Avenue, Vancouver

Enquiries and applications should be directed to the Commanding Officer of the Armed Forces Reserve Unit.

#### **Richardson Scholarship Plan**

James Richardson and Sons Ltd. sponsors 5 University and 3 College Scholarships for children or wards in the James Richardson Company and participating affiliates, and for children or wards of former personnel who are retired or deceased. Each University scholarship award is valued at \$750 per annum, for a maximum of five years or until a first degree is obtained, whichever occurs first. Each college scholarship award is for 2 years and is valued at \$350 per annum. Further information and application forms may be obtained from the address below. Applications must be completed in duplicate and arrive not later than June 1st. Applicants should clearly state that they are applying for a scholarship under the Richardson Scholarship Plan. It should be borne in mind that the scholarships are for first year entrance to universities or colleges. Write to The Director of Awards, Association of Universities and Colleges of Canada, 151 Slater Street, Ottawa, Ontario. K1P 5N1.

#### **Merrill C. Robinson Bursary**

A bursary in the amount of \$1,000 is available to blind students attending any university or college in British Columbia, other than the University of British Columbia. Sponsored by the Canadian National Institute for the Blind.

#### **William E. & Emily Ross Fund**

Several awards are available to disabled or handicapped students. Contact the Financial Aid Officer for further details.

#### **Rotary Foundation Scholarships**

The Rotary Foundation seeks to promote understanding and friendly relations between people of different nations through programs such as Graduate Fellowships, Undergraduate Scholarships, Technical Training, Journalism, and Teachers of the Handicapped awards. These awards are made to outstanding students, technicians, journalists or teachers for one academic year of study in another country. Applications must be received by March 1st.

Fields of Study

Undergraduate Scholarships—awarded after completion of 60 transferable credits.

**Journalism Award**—awarded after completion of two years of Journalism or completion of two years of full-time employment as a journalist. Further information may be obtained from the Financial Aid Officer or Chairman Rotary Foundation Committee, Box 493, New Westminster, B.C. V3L 4Y8

#### **Royal Arch Bursaries**

Four or more bursaries, in the amount of \$300 to \$500 each, have been established by the Royal Arch Masonic Order to give assistance to sons and daughters of Members of Chapters in British Columbia or Yukon Territory in good standing, or of deceased members, who without assistance would be unable to continue through university. They will be awarded annually, on the basis of scholastic standing and need, to eligible students proceeding directly in the fall from Grade XII to a full program of studies at the University of British Columbia, Simon Fraser University, University of Victoria, or any recognized regional colleges in B.C., or the B.C. Institute of Technology or any other B.C. Technical or Vocational schools, including schools of nursing.

Further information and an application may be obtained from the University Awards Committee, Room 50, General Services Administration Building, UBC, Vancouver, B.C. V6T 1W5. Application deadline July 1.

#### **Simon Fraser University Regional College Entrance Scholarships**

Scholarships ranging in value from \$100 to \$350 are available to students entering SFU for the first time from regional, junior or community colleges. Application should be made just prior to or at the time of registration and a transcript of marks **MUST** be submitted along with the application. Applicants without a transcript will not be considered. Applicants should have an average of 75% or better in order to apply. These scholarships will be awarded each semester. Apply to the Financial Awards Officer, Simon Fraser University, Burnaby, B.C.

#### **Margaret Sinn Bursaries**

This bursary is offered in the amount of \$500 annually in one or more bursaries. Applicants must have successfully completed one year of a nursing program. Applicants must demonstrate financial need, academic ability and general aptitude. A written application should be received not later than June 15th by: Registered Nurses Association of B.C., 2130 West 12th Avenue, Vancouver, B.C. V6K 2N2.

#### **Social Services Employee's Union Bursary**

Bursaries totaling \$717 have been made available to students enrolled in any of the following 3 programs: Community Service Worker, Early Childhood Education, and Child Care.

To be eligible, a candidate must be currently enrolled, have good academic standing and demonstrate financial need. Applications must be submitted to the Financial Aid Office by January 31st.

Scholarship/Bursary application forms are available at the Admissions/Counselling centre of any campus of Douglas College.

#### **The Soroptomist Regional Awards**

Awards of \$1,250 will be administered depending upon need and course of study. The guidelines for choosing a recipient are that the applicant:

- preferably be a woman over 30 years of age (but not limited to)
- preferably be either the head of household or have family financially dependent on her
- preferably not completed college or university

Obtain application forms from the Financial Aid Office on the Surrey campus not later than December 31st.

#### **St. John's Ambulance Bursaries**

One or more bursaries of \$1,000 from the Margaret Maclaren Memorial Fund. Will be awarded annually to student nurse applicants entering or advancing their nursing education in a diploma and baccalaureate programme. One bursary from the fund may also be awarded to an experienced Registered Nurse for study at the Masters level. Applications must reach National Headquarters not later than May 31st, addressed to the Chairman, Bursary Committee, 321 Chagel Street, Ottawa, Ontario, K1N 7Z2.

#### **The Dot Stoberg Memorial Award**

A bursary of \$75 is awarded every fall semester by the Western Society for Senior Citizens' Services in memory of the outstanding service to the community given by the late Dot Stoberg. This bursary will preferably be given to a student residing in the New Westminster, southeastern Burnaby, Coquitlam, Port Moody, or Port Coquitlam areas who has worked either professionally or voluntarily on behalf of senior citizens and intends to pursue studies related to their needs. Applications should be submitted to the Senior Citizens' Service Bureau, 308 - 6th Street, New Westminster, B.C.

#### **Summer Language Bursary Program**

During the coming summer, this program will assist over 7,000 Canadian Students to take immersion courses in French and English.

Students are eligible if they meet the following conditions:

- (a) are Canadian Citizens or landed immigrants at the time of application.
- (b) have attained post-secondary standing (completion of Grade 12) by June 30.
- (c) were enrolled in full-time studies during the academic year.
- (d) were at least 16 years old by December 31.

The bursary is valued at \$800 and covers such costs as tuition, accommodation, meals, and instructional materials. The bursary is paid directly to the institution at which the student has been accepted.

Applications and brochures concerning the program will be available by writing to Mr. D. R. Worsley, Administrative Officer, Department of Education, 835 Humboldt St., Victoria, B.C. V8V 2Z7.

#### **Shellah Thompson Bursary**

A \$100 bursary is made available each year to a mature woman student preparing to enter the Vocational field of human/health services. Need should be a factor.

#### **University of Victoria Entrance Scholarship**

In order to expand the opportunities for excellent students throughout British Columbia to continue post-secondary studies, the University of Victoria has implemented an entrance scholarship program. The awards are to be allocated on a college regional basis. Those students considered the most outstanding within the region will be eligible for awards valued at \$500. Applications should be made during final semester at the college. Forms are available at the Financial Aid Office.

#### **University Women's Club of New Westminster Bursary**

The University Women's Club of New Westminster is offering a \$100 bursary to a female student enrolled in a program leading to a University degree. Applicant must reside in New Westminster and have financial need. To apply, students must send a personal letter of application to the Financial Aid Office on the Surrey Campus.

#### **University Women's Club Surrey/Langley Bursary**

The Surrey/Langley University Women's Club offers a \$200 bursary each semester to mature women students to be applied towards tuition. Preference will be given to applicants from the Surrey/Langley area, however, students from other areas may certainly apply. This bursary is designed to assist women who are seeking retraining through Douglas College Programs. Letters stating eligibility for this award may be directed to the Douglas College Financial Aid Officer, Surrey campus, before the beginning of each semester.

#### **University Women's Club of White Rock Bursary**

The University Women's Club of White Rock offers two bursaries to women students who have graduated from a school in the Surrey-White Rock District (School District No. 36). Students must be entering third year university and enrolled in studies leading to a degree. Applications may be obtained from the Bursary Committee; for the name and address of the secretary and any further information, please contact the Douglas College Financial Aid Officer on the Surrey Campus. Closing date for applications is September 30.

#### **Vancouver Foundation Bursaries**

The Vancouver Foundation aids students who present evidence of sound academic achievement or promise and who have financial need. If you meet these criteria, the Foundation invites the following:

1. Write a biographical letter. Your letter ought to note briefly, your family background, your interests and hobbies, and your educational history and plans.
2. Include a budget estimate with your letter. Your budget should show an estimate of all costs associated with your scholastic year.
3. Include a current academic transcript or record of marks.
4. Provide the names of two current references, including an academic source. We shall write to these references who must reply by the deadline noted below.
5. Submit your material not later than April 15th to: The Vancouver Foundation, 9th Floor, 1199 West Pender Street, Vancouver, B.C. Telephone 688-2204. Awards are to be announced in August and payable in September.
6. A personal interview is an important part of our selection procedure. Students within the Lower Mainland should telephone the Foundation office within two weeks of making application to arrange an appointment.

#### **Vancouver Municipal and Regional Employees Union Bursary**

A bursary of \$300 is available annually to members of the Union, or to the sons, daughters, or legal dependents of members who, at the time the award is made, have held membership in the union for at least two years. The award will be made by the College, in consultation with the union, to a qualified applicant who is beginning or continuing full time enrollment at Douglas College. The award is based on financial need and academic standing in previous studies. For further information, contact the Financial Aid Officer at the Surrey campus.



### **Vancouver Police Force Scholarships**

Scholarships of \$250 each have been established to assist promising and deserving children of members of the Vancouver Police Force to continue their studies at UBC, SFU or Douglas College. Academic standing and financial need are taken into consideration for the award. Application forms may be obtained from The Secretary, Vancouver Police Force Scholarship Committee, 312 Main Street, Vancouver, B.C. Applications must be returned to the Secretary not later than June 30.

### **Vancouver Sun Regional College Entrance Scholarship**

Three scholarships of \$250 each are offered to students proceeding in the fall of that year to a public regional college. To be eligible, an applicant must have been a carrier of the Vancouver Sun for at least two consecutive years, have received a Vancouver Sun Scholarship Certificate, and write the scholarship examinations conducted in June by the Department of Education. A candidate for these awards must apply on the "General Application Form", which may be obtained from, and must be returned by May 15th, to the Scholarship Office, Room 207, Buchanan Building, University of B.C., Vancouver 8, B.C. The application must be accompanied by the service certificate of The Vancouver Sun.

### **Veterans Administration (US)**

For citizens of the United States, Douglas College is an eligible institution for VA Funding. For further information and application forms, contact the Financial Aid Office in Surrey.

### **White Rose Bursary**

a \$100 Bursary is available to Douglas College students. The priorities used for selection are:

1. A full-time Douglas College student who is a resident and has requested entry into the program.
2. A full-time Douglas College student who is a non-resident and has requested entry into the program.
3. A part-time Douglas College student who is a resident and has requested entry into the program.
4. New applicants who are residents.
5. A part-time Douglas College student who is a non-resident and has requested entry into the program.
6. New applicants who are non-residents.

Application forms are available through the Financial Aid Office on the Surrey Campus.

### **The International Woodworkers of America Local 1-80 Bursary**

The International Woodworkers of America Local 1-80 offers a bursary in the amount of \$400 in open competition to all I.W.A. Local 1-80 members or a wife, son or daughter of an I.W.A. Local 1-80 member, or to a person who is wholly supported by a member in good standing of Local 1-80. In making the award the Bursary Committee will be guided by the following:

1. Estimated final mark for the school year
2. Indication of need
3. All applicants must be on the university program proceeding to any degree granting university, the B.C. Institute of Technology, regional colleges, or other accredited vocational or technical school to complete a course leading to establishing a career.

All those desiring to complete must notify the Financial Secretary of I.W.A. Local 1-80, 351 Brae Road, Duncan, B.C. by a letter not later than May 15 of the current year.

### **Youth Bowling Council Bursary**

Several Awards of up to \$150 are made annually to members of the Youth Bowling Council of B.C. Awards are given to students entering Douglas College from high school and are based on participation, citizenship, and scholastic ability. Application should be made directly to Youth Bowling Council, 2260 Kingsway, Vancouver, B.C. V5N 2T7. Available for both fall and spring semesters.

### **Student Emergency Loan Fund**

This fund is to provide a short-term, interest free loan to students for a period of usually 30 days. Amounts are limited. Contact the Financial Aid Office for further information.

### **ENTRANCE SCHOLARSHIPS**

The following list includes Scholarships and Bursaries which are available to students entering Douglas College from Grade 12 of Secondary Schools in the area. The list must be used in reference to the "Entrance Scholarships and Bursaries" booklets which are available at the Financial Awards office of the University of British Columbia.

**Entrance Scholarships** — Contains awards which require a UBC application.

1. **B.C. Forest Products Ltd. Regional College Scholarship**

#4777

20 scholarships of \$100.00 each for dependents of employees of the company.

2. **Federation of Telephone Workers of B.C., Plant Division Scholarships**  
#4710  
2 scholarships of \$500.00 each are open to sons and daughters of members. Major factor—financial circumstances of applicant and family.
3. **Grand Lodge Masonic Bursaries**  
#7597  
Bursaries from \$200.00 to \$500.00 open to sons, daughters, legal wards of members. Need a letter from the secretary of the Lodge.
4. **William L. Hurford Memorial Scholarship**  
#4786  
Scholarships of \$500.00 open to sons and daughters of members of International Longshoremen's and Warehousemen's Union. Factor—Highest academic standing.
5. **International Longshoremen's and Warehousemen's Union Entrance Scholarship**  
#4718  
4 scholarships of \$500.00 each open to sons and daughters of members. Factor—highest academic standing.
6. **The I.W.A. Credit Union Scholarship**  
#4719  
A scholarship of \$350.00 open to dependents of members of the credit union—academic standing, interest in community affairs, character.
7. **Ocean Construction Supplies Ltd. Entrance Scholarship**  
#4726  
Scholarships to a total of \$1000.00 open to employees' sons and daughters.
8. **Retail Clerks Union, Local 1518**  
#0547  
2 scholarships of \$350.00 each available to members or dependents of members. Also available to Douglas College students.
9. **Retail Wholesale and Department Store Union Local 580 Bursary**  
#7672  
2 bursaries of \$250.00 each to active members and dependents of members. Basic factor—financial need of candidates and their families. Also available to Douglas College students.
10. **The Royal Arch Bursaries**  
#7678  
4 or more bursaries of \$300.00 to \$500.00 each open to sons and daughters of Chapter members in B.C. and the Yukon. Factor—scholastic standing and need.
11. **Standard Oil Co. of B.C. Ltd. Entrance Scholarship**  
#4734  
4 scholarships of \$500.00 each.
12. **Standard Oil Co. of B.C. Ltd. Special Scholarship**  
#4735  
Scholarship for \$2000.00 (\$500.00 a year with renewals for 3 years) open to children of employees.
13. **Tahsis Col. Ltd. Entrance Scholarship**  
#4737  
Scholarship of \$500.00. Must take two consecutive semesters at Douglas College.
14. **University of B.C. Employees Society No. 116 Scholarship**  
#4743  
1 scholarship of \$500.00; 1 scholarship of \$300.00. Available to dependents of members of the union. Academic standing, interest in community affairs, personal qualities considered.
15. **Vancouver General Unit, Local 180 Scholarships**  
#4716  
2 scholarships of \$350.00 each open to sons or daughters of members.
16. **The Vancouver Sun Regional College Entrance Scholarships for Sun Carriers**  
#4780  
3 scholarships of \$250.00 each to students proceeding from grade 12 to first year at a Regional College and enrolled in studies leading to a University degree. Applicant must have been a Sun carrier for at least two consecutive years.
17. **Vancouver Municipal and Regional Employees Union Bursary**  
#7710  
A \$600.00 bursary open to members or dependents of members of the Union.
18. **The Victoria General Unit Local 180 Scholarship**  
#4781  
A \$250.00 scholarship open to sons or daughters of members.
19. **War Amputations of Canada, Vancouver Branch, Bursaries**  
#7718  
20 bursaries of \$250.00 each open to children of active members of the branch.

# OCCUPATIONAL PROGRAM DESCRIPTIONS

## ACCOUNTING PROGRAM

Normally, there is a steady demand for accountants with professional qualifications. The Douglas College accounting program provides some of the training needed to enter this field. It also matches the contents and standards of various courses offered by the Certified General Accountants Association, The Society of Management Accountants of British Columbia, and certain requirements of the Institute of Chartered Accountants.

Successful completion of this diploma program could result in exemption of about one-half of the academic program leading to RIA and CGA designations. As course requirements for the CGA and RIA programs change, corresponding alterations may be made to the Douglas College program.

Should you have questions regarding your specific career requirements, please contact the College's Counselling Centre.

Course	Descriptive Title	Credits
<b>SEMESTER I</b>		
ACC 110	Accounting Principles	3
BUS 330	Business Mathematics	3
BUS 320	Business Law I	3
COM 110	Career Communications	3
	Elective	3
<b>SEMESTER II</b>		
ACC 210	Accounting Principles	3
BUS 420	Business Law II	3

EDP 100	Electronic Data Processing	3
BUS 430	Business Statistics	3
	Elective	3

### SEMESTER III

ECO 411	Principles of Micro Economics	3
EDP 200	Information Systems	3
ACC 310	Accounting Theory	3
ACC 320	Cost Accounting	3
	Elective	3

### SEMESTER IV

ACC 420	Cost Accounting	3
ACC 410	Accounting Theory	3
ECO 311	Principles of Macro Economics	3
BUS 350	Personnel Practices & Administration	3
	Elective	3

Electives may be chosen from any discipline. Examples of options in the business area are:

BUS 340	Basic Business Finance	3
BUS 210	Management Essentials	3
BUS 170	Office Systems and Equipment I	3
BUS 451	Industrial Relations	3
BUS 450	Business Simulation	1½
BUS 442	Credit and Collections	1½

## ADULT BASIC EDUCATION PROGRAM

Through its Adult Basic Education programs, Douglas College offers a variety of courses designed to meet the needs of adults whose limited general education prevents them from obtaining and holding rewarding employment.

### ACADEMIC UPGRADING

**Adult Literacy Programs:** Adults who have difficulty reading, writing and spelling can go back to the very beginning and learn the basics. This course is offered free of charge on our Coquitlam and Langley campuses.

Adults wishing to tutor another adult in basic reading and writing can enroll in a volunteer tutor-training program. For more information, call 522-9211, local 59.

**Vocational Grade 5-12 Equivalency:** (B.T.S.D. Levels II, III and IV). Half-time and full-time students can start any time, proceed at their own rate and graduate when ready. For detailed information, see course descriptions for ABE 200, ABE 210, ABE 300, ABE 310, ABE 320, ABE 400,

ABE 410 and ABE 420 in this calendar. Fees for these courses are as follows:

full-time student	— \$30/mo.
half-time student	— \$15/mo.
quarter-time student	— \$7.50/mo.

For further information about the location of course offerings, contact your local campus.

**Canada Employment and Immigration Commission Programs:** (B.T.S.D. Levels II, III and IV). Students attending these programs receive a Canada Employment and Immigration Commission training allowance. All students on these programs are required to attend full-time (30 hours per week). For detailed information, see course descriptions for ABE 200, 210; ABE 300, 310, 320; ABE 400, 410, 420 in this calendar. To enroll in a C.E.I.C. course, students MUST first contact their local Canada Employment and Immigration Commission office.

## ALCOHOL AND DRUG EDUCATION PROGRAMS

There has been increasing expressed need for a variety of educational programs for full-time, part-time and volunteer workers in alcohol and drug education. To provide the college direction, College Council created an advisory committee consisting of representation from the Alcohol and Drug Commission, Non-Medical Use of Drug Directorate, industry, treatment facilities and the community at large. With reference to advice from this committee the College has decided to recommend the following educational activities for workers seeking upgrading or training in the field. It must be stated, however, that new job opportunities are limited in this field and students entering the program if not already employed, should have potential jobs prearranged.

Individuals from related professions (e.g. social work, nursing, home making, etc.) seeking upgrading in this area are encouraged to enroll in those courses of specific interest to them.

### CHEMICAL DEPENDENCY WORKER CITATION PROGRAM

This is an upgrading program for workers or volunteers in the field of alcohol & drug dependency (e.g. detox worker, A.A. volunteer with 1 year's sobriety, halfway house counsellor).

The program provides the student with a broad overview and understanding of the helping process, community resources, the human service system, the principles of normalization, the nature of drug use and abuse, intervention and behavior change. Upon completion of the program the student will have both a thorough orientation to the nature of Human and Social Services in B.C., and a strong foundation in chemical dependency studies.

The program requires completion of the following courses comprising 17½ credits. Courses will be offered on an evening or swing-shift basis.

This program is credited with 60 points towards the standards set for Registered Social Workers in British Columbia.

### CHEMICAL DEPENDENCY WORKER CITATION PROGRAM

Course	Descriptive Title	Credits
HMS 131	Drug Abuse: Pharmacology & Physiology	2
HMS 161	Intervening & Changing the Chemically Dependent	2

HMS 111	Research on Drug Use & Abuse .....	3
HMS 166	*Occupational Alcoholism: Employee Assistance Programming Elective .....	3
HMS 100	Human Services Introductory .....	3
HMS 200	Human Services Advanced .....	3
HUD 160	Interpersonal Communication & The Helping Process ....	3
HUD 260	Interpersonal Communication & The Helping Process— Situational Analysis & Intervention Style .....	1½

\*This course is an elective and is offered only on sufficient demand. Call the Alcohol's Drug Education Coordinator for details.

For course descriptions see Human Services under 'Course Descriptions'.

### CERTIFICATE (PROPOSED FOR SEPTEMBER 1979) HUMAN SERVICES—ALCOHOL AND DRUG MAJOR

The college is considering expanding the citation program to a 1 year certificate program. This program would be based in the Human Services and would include among other courses the citation program course requirements and an extensive field practicum in the appropriate work setting.

Individuals with demonstrated evidence of commitment to the field (e.g. employment in the field, active volunteer) would be encouraged to enter the program.

Leave your name and address with the Alcohol and Drug Education Coordinator at 521-4851.

### NON CREDIT PROFESSIONAL DEVELOPMENT PROGRAM

The College will continue to offer short courses and workshops on Alcohol and Drug topics for the general community, Chemical Dependency workers, and the helping professions in general. These courses are promoted through direct mail. If you would like to receive information on upcoming programs call Continuing and Community Education (525-9211) to have your name placed on the Alcohol & Drug mailing list, or check the Douglas College tabloid.

## VISUAL ART PROGRAM

The program is designed to enable the student to acquire a solid foundation in basic skills of the visual arts. Although it has no clearly established job potential, the program is similar in structure to career programs.

On completion of a two-year diploma program at Douglas, the graduate will have acquired sufficient expressive skills in a wide range of media to continue, by himself or in an institution of further learning, to develop his creative potential, whether for career purposes or self-fulfillment.

The students will be required to accumulate a minimum of 60 credits of which 45 should be in Visual Art in order to receive a diploma.

Selected courses and groups within the program may be applied to university-transfer credit in Fine Arts and Education (see transfer guides). A portfolio accumulated over the two years is a usual prerequisite to enter third year at an art school.

SEMESTER I		Credits
ART 100	Fundamental Drawing .....	3
ART 110	Fundamental Painting .....	3
ART 120	History of Western Art to 1600 .....	3
ART 130	Ceramics & Ceramic Sculpture .....	2
ART 163	Fundamental Design Theory .....	2
+	Elective(s) .....	2 or 3

### SEMESTER II

ART 121	History of Western Art to 1900 .....	3
ART 200	Basic Drawing .....	3
ART 164	Fundamental Colour Design Theory .....	2
ART 210	Basic Painting .....	3
or		
ART 230	Ceramics .....	2
+	Elective(s) .....	2 or 3

### SEMESTERS III & IV

Any combination of 200, 300 or 400 level courses selected in consultation with the Art faculty.

Other art courses are available to be taken in any semester e.g. Silk-screen Printmaking, or Fabric Art.

### PREREQUISITES:

The Douglas College "open-door" policy will apply, and any well-motivated student will be accepted after consultation with counsellors and faculty.

## BOOKKEEPING CERTIFICATE PROGRAM Individualized

### A VOCATIONAL PROGRAM OFFERED BY THE DIVISION OF BUSINESS AND ADMINISTRATION

The Douglas College Bookkeeping Certificate Program is designed to serve the needs of those students wanting vocational training and upgrading in the commercial skills. Employment opportunities for well-trained accounts receivable, accounts payable or payroll clerks, and general bookkeepers, are excellent and growing steadily as the business community continues to expand and diversify as a result of a growing population.

Courses provide skills in Business Machines and Mathematics, Bookkeeping, Office Procedures, and Business English. Students will receive individual instruction in each subject, permitting each student to progress at his/her own rate.

Upon completion of the program, a Douglas College Bookkeeping Certificate will be issued. Graduates will then be qualified to obtain employment as general bookkeepers, business machine operators and general office clerks.

### ADMISSION REQUIREMENTS

Grade 12 or mature student status.

### COST

The cost of the full program is \$30 per month (3 months payable in advance) and \$2 per month student fees, plus the cost of workbooks and text kits. Some textbooks are provided, therefore it is advisable to check with your instructor before purchasing texts.

### INSTRUCTION

The self-learning concept is encouraged through the use of individual adult continuing education text-kits. Group seminars and workshops will be held periodically throughout the duration of the course.

### COURSE DURATION

The course will last from 6 - 8 months, depending on the individual student's aptitudes, skills and the effort put into each course.

# BUILDING CONSTRUCTION PROGRAM

## Individualized

The purpose of this curriculum is to provide the student with skills and knowledge in the subject area of Building Construction. The scope and depth of this program is what Douglas College considers to be appropriate for a student entering industry on a permanent level.

The major topics covered in the basic program include:

- a) Basic Hand Tools
- b) Basic Power Tools
- c) House Building Terms
- d) Woods and their Structural Qualities
- e) Power Actuated Tools
- f) Fundamentals of Carpentry
- g) Concrete
- h) Understanding Residential Standards
- i) Understanding Safety and Accident Prevention Regulations
- j) Introduction to Metric for the Building Industry

The topics listed must be completed by all students who are working towards receiving a certificate from Douglas College.

Hands-on shop experience is the basis from which skills are developed in the program. It should be noted that this program is developed around the individual needs of the student, and these needs will determine the actual length. The program is designed to accommodate past experience, in that credit and/or advancement will take place if a student can

demonstrate learned skill, plus the theoretical knowledge. This format will permit those students who have completed shop training in secondary schools to apply these credits to the College program.

The content has been organized into packaged modules to ensure maximum flexibility for "individualized" training. To accommodate this versatility in training, it will be essential for students interested in vocational training to apply as early as possible, so that previous experience can be evaluated for future accreditation.

In addition to the normal Douglas College admission requirements, the following specific enrollment prerequisites also apply to this program:

- 1) Completed Grade 10 or have experience in Building Construction.
- 2) Successful applicants should have sufficient strength and stamina for the demands of the trade as verified by the applicant's physician.
- 3) An interview will be held with the applicant before he/she enters the program. This is a general information interview in which past work experience is discussed and individualized modules for the program are explained to the applicants.

**Duration:** This program is offered Monday through Friday on a continuous intake basis. The estimated length of the program is approximately 8-10 months.

**Cost:** Tuition fees are \$32.00 a month, (including student fees) payable 3 months in advance.

## BUSINESS MANAGEMENT TWO-YEAR CAREER PROGRAMS

Accounting and Financial Management  
Supervisory and Personnel Management  
Marketing Management

Since many students wishing to prepare for business careers do not have, at the outset of their studies, well-defined career objectives, the Douglas College Business Management Diploma Programs have been designed to provide students with maximum flexibility.

These programs require completion of 60 credits of specified and elective course work which provide an introduction to the environment and underlying principles and practices of business.

Upon successful completion of the required two years of studies, students will be awarded the Diploma of Associate of Arts in their area of specialization.

**Note:** In order for a student to complete the two-year program in four semesters it is necessary to commence the program in September.

### Accounting and Financial Management

The finance industry is one of the rapidly growing service sectors of the economy. Challenging and rewarding career opportunities are offered by such financial institutions as chartered banks, trust companies, credit unions, mortgage loan companies, finance companies, and investment dealers. Additionally, financial management is an important function in all enterprises large, medium or small, in both the private and public sectors of the economy.

This program is designed to prepare graduates to enter this important field and advance to responsible positions.

It may be possible for graduates of this program to transfer to either the Society of Management Accountants of British Columbia or the Certified General Accountants Association.

### Supervisory and Personnel Management

Human resources comprise the most important element in the effective functioning of any organization — private or public, management of human resources within an organizational framework is a demanding task. This program is designed to assist graduates to prepare for careers in the personnel function and to acquire the necessary background to assume supervisory level positions.

### Marketing Management

The field of sales and marketing is of constantly increasing importance in the modern economy. This program is designed to prepare the student for a career in this growing area. It will help the graduate to assume a direct role with companies in the field and provide the background necessary to progress toward managerial positions.

It should be noted that the Sales Practicum in the fourth semester requires actual sales experience. It is the responsibility of the student to meet this requirement.

### Retail Merchandising

A two year program offered by the Department of Business.

This program is designed to prepare graduates to enter the field of merchandising at the selling level, with sufficient background to enable them to advance to supervisory positions. The emphasis of the third semester is on work experience, including 300 to 400 hours of actual work in a retail outlet. In conjunction with this, seminars will be held at the College.

**Note:** The Retail Merchandising program is offered only at the Richmond Campus.

Course	Descriptive Title	Credits	Accounting & Financial Management	Supervisory & Personnel Management	Marketing Management
<b>SEMESTER I</b>					
ACC 100	Introduction to Accounting . . .	3		X	X
ACC 110	Principles of Accounting . . .	3	X		
BUS 320	Business Law . . . . .	3	X	X	X
BUS 330	Business Mathematics . . . . .	3	X		
COM 110	Career Communications . . . . .	3		X	X
ECO 101	The Canadian Economy . . . . .	3		X	X
MRK 120	Basic Marketing . . . . .	3		X	X
			15 cr.	15 cr.	15 cr.
<b>SEMESTER II</b>					
ACC 210	Principles of Accounting . . . . .	3	X		
BUS 210	Management Essentials . . . . .	3	X	X	X
BUS 330	Business Mathematics . . . . .	3		X	X
BUS 420	Business Law II . . . . .	3	X	X	
BUS 430	Business Statistics . . . . .	3	X		
COM 290	Applied Communications . . . . .	3		X	X
EDP 100	Electronic Data Processing . . . . .	3	X	X	X
MRK 290	Consumer Behaviour . . . . .	3			X
			15 cr.	15 cr.	15 cr.

**SEMESTER III**

ACC 310	Accounting Theory	3	X		
BUS 340	Basic Business Finance	3	X	X	
BUS 350	Personnel Practices & Administration	3		X	
BUS 430	Business Statistics	3		X	X
ECO 411	Principles of Micro Economics	3	X		
EDP 200	Information Systems	3	X	X	
MRK 310	Sales Workshop	1½			X
MRK 350	Dynamic Selling	3			X
MRK 390	Marketing Management	3			X
MRK 391	Marketing Research	1½			X
	Elective	3	X	X	X
			15 cr.	15 cr.	15 cr.

**SEMESTER IV**

ACC 410	Accounting Theory	3	X		
BUS 440	Security Analysis and Investment	3	X		
BUS 441	Money and Financial Institutions	3	X		
BUS 450	Supervisory Management	3		X	X
BUS 451	Industrial Relations	3		X	
BUS 455	Personnel Management	3		X	
ECO 311	Principles of Macro Economics	3	X		
MRK 383	Sales Practicum	3			X
MRK 401	Advertising	3			X
MRK 410	Sales Management	3			X
	Elective	3	X	X(2)	X
			15 cr.	15 cr.	15 cr.

**ADMISSION REQUIREMENTS**

Grade XII or mature student status.

**COLLEGE DIPLOMA REQUIREMENTS**

A minimum of 60 semester credits of course work combining required and elective courses.  
Basic typing competency is highly desirable.

**OTHER BUSINESS DIPLOMA PROGRAMS**

University Transfer (Commerce)

Should you have questions regarding your specific career requirements you are invited to contact the College Counselling Centre or Department of Business and Administration, New Westminster campus.

For further details concerning the business management programs or to obtain an application form, please contact:

Douglas College  
Admissions Office  
P.O. Box 2503, New Westminster, B.C. V3L 5B2

Coquitlam campus  
Langley campus  
Maple Ridge campus  
New Westminster campus  
Richmond campus  
Surrey campus

Tel: 525-9211  
Tel: 530-5138  
Tel: 467-6811  
Tel: 521-4851  
Tel: 273-5461  
Tel: 588-4411

**RETAIL MERCHANDISING PROGRAM**

NOTE: This program begins only in the Fall Semester.

Course	Descriptive Title	Credits
<b>SEMESTER I</b>		
MRK 100	Retail Merchandising	3
ACC 100	Introduction to Accounting	3
COM 110	Career Communications	3
BUS 100	Business in Canada	3
ECO 101	The Canadian Economy	3
		15
<b>SEMESTER II</b>		
MRK 350	Dynamic Selling	3
BUS 320	Business Law I	3
BUS 350	Personnel Practices and Administration	3
BUS 210	Management Essentials	3
BUS 330	Business Mathematics	3
		15
<b>SEMESTER III</b>		
MRK 381	Merchandising Work Experience	10
MRK 382	Work-Experience Seminars	2
	Elective	3
		15
<b>SEMESTER IV</b>		
MRK 490	Retail Management	3
MRK 401	Advertising	3
SSC 140	Human Relations and Organizational Behaviour	3
	2 Electives	6
		15
		<b>TOTAL 60 credits</b>

**BUSINESS MANAGEMENT CERTIFICATE PROGRAM**

**IN FINANCIAL, SUPERVISORY OR MARKETING MANAGEMENT**

The Douglas College Business Management Certificate Program is designed to serve the needs of adult part-time evening students who are actively engaged in the professional and business communities.

The program consists of two parts, each requiring completion of 15 credits of course work. Part 1 provides a background in both management and the necessary fundamentals of business to enable the student to specialize in one of the three business-option areas that constitute part 2. These are: Financial Management, Supervisory Management and Marketing Management.

Students who have completed formal course work in the business management discipline at other institutions may, upon application, be granted up to a maximum of 15 transfer credits subject to evaluation of their official transcripts by Douglas College.

Upon successful completion of this program, students are awarded the Business Management Certificate.

**Part 1 Required: 15 credits consisting of the following specified courses:**

Course	Descriptive Title	Credits
ACC 100	Introduction to Accounting	3
ECO 101	The Canadian Economy	3
BUS 210	Management Essentials	3
BUS 320	Business Law I	3
COM 110	Career Communications	3
		15

**Part 2 Required: 12 credits of specified business courses as indicated under the option headings, and 3 credits of elective course work.**

Course	Descriptive Title	Credits	Option Headings		
			Financial Mgmt.	Supervisory Mgmt.	Marketing Mgmt.
SSC 140	Human Relations and Organizational Behaviour	3		X	X
EDP 100	Electronic Data Processing	3		X	
BUS 340	Basic Business Finance	3	X		
BUS 330	Business Mathematics	3	X		
MRK 120	Basic Marketing				
<b>OR</b>					
MRK 100	Retail Merchandising	3			X
BUS 441	Money and Financial Institutions	3	X		
BUS 450	Supervisory Management	3	X	X	
BUS 451	Industrial Relations	3		X	
MRK 390	Marketing Management	3			X
MRK 410	Sales Management				
<b>OR</b>					
MRK 490	Retail Management	3			X
	Elective	3	X	X	X
			15	15	15
			30	30	30



**Notes:**

1. The elective may be chosen from among any of the credit course offerings of the College.
2. Students whose background and needs might be more adequately met by a selection of courses different from those above should refer to the Business and Administration division for the planning of their program.

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## CHAIRSIDE DENTAL ASSISTING – BASIC PROGRAM

Dental Assisting is an expanding field which is rapidly becoming more technical and demanding. Until recently, Dental Assistants worked primarily as an extra pair of hands for the dentist, and some had the responsibility of office management.

Today, however, Certified Dental Assistants include among other duties, intra-oral procedures which they carry out independently. The qualities necessary for a Dental Assistant are warmth, poise, maturity and the ability to handle patients with ease. They must also work effectively with other members of the dental team. Manual dexterity is essential.

Dental Assisting is an interesting, rewarding career with excellent employment opportunities and prospects for advancement. The Dental Assistant must be capable of qualifying for licensing and post-graduate study.

### ADMISSION REQUIREMENTS

An aptitude for sciences is desirable as well as some proficiency in English and Mathematics. Information about specific admission procedures is available at the Admissions Office of the college.

After admission into the program, a dentist's statement that the

applicant has spent a four-to-eight-hour orientation period in a dental office is required.

Before certification, grade 12 or equivalent and a valid St. John's First Aid Certificate are required.

The application deadline for the Basic Program is November 1st of each year.

### DETAILS

The course is 10 months long, including the intra-oral phase. Cost is \$32 per month, payable three months in advance, plus the cost of uniforms, books, etc. Texts will cost about \$50.

Two classes are enrolled each year and are run continuously, with normal hours 10 a.m. to 4 or 6 p.m. Twice weekly the later hours will be spent in the clinic.

For financial assistance contact the Financial Aid Officer at the Surrey Campus: 588-4411.

The courses in Basic Training are: Basic and Dental Sciences, Clinical Dental Skills, Psychology and Communication Skills, Business and Practice Management. The last part of the training is the intra-oral phase.

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## CHAIRSIDE DENTAL ASSISTING – PART-TIME PROGRAM

The packaged part-time program permits Dental Assistants who have been employed for one year within the last three years and who are presently employed to enrol in a program which can be completed in approximately 18 to 24 months designed to upgrade their skills.

After successful completion of the clinical testing, students must take all the subjects in the order listed: Head & Neck Anatomy, Pharmacology/Microbiology/Nutrition, Pathology/Periodontics, Radiology, Dental Specialties, and Dental Assisting.

On completion of the above program the student takes a three-week intra-oral program which includes: taking impressions for study models; application of fluoride; and fissure sealants.

In order to qualify for certification, three requirements must be met:

1. A valid St. John's First Aid Certificate
2. Grade 12 or equivalent
3. Successful completion of the Douglas College Chairside Dental Assisting program or equivalent.

### DETAILS

Cost of the program is \$10 a credit and approximately \$40 for texts. Fee for the final intra-oral, including texts, is about \$60.

Classes are 7-10 p.m. one night per week with some courses offered two nights per week. All courses are held on the Coquitlam Campus.

The proposed starting date of the next program is September, 15, 1979.

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## CHILD CARE WORKER PROGRAM

This human services program prepares students for employment in a variety of community settings which offer services to children and adolescents (and in some settings adults) who are developmentally disabled — mentally, physically, emotionally, or socially. The largest portion of employment opportunities is with the preadolescent to adolescent age group. Increasingly, involvement with the family is an essential part of the community programs.

Community programs which offer potential employment for the graduates include both residential and educational settings, evening and day-time programs, as well as part-time and short-term projects. Jobs in this field primarily involve shift work.

### FULL TIME

This college program for full-time students commences only in the fall semester and is thirty-six weeks in length. The fall semester starts in the fourth week of August and is seventeen weeks long. The spring semester starts in the first week of January and is nineteen weeks long. Note that these semesters are longer than the regular sixteen-week college semester.

In order to complete the child care program, a student must complete twelve courses and four practicum experiences. The student begins and ends the program in the classroom, but over the two semesters the time spent on practicum and in class is equal. The courses are listed below and a brief description of each can be found in the calendar under "Human

Services" Detailed course outlines are available for reading in the Student Services Division on each campus.

The major philosophical emphasis which is presented in the core courses and consistently integrated throughout the program is the principle of normalization. This principle embodies the concept that all people, whatever their disability, should have the right and opportunity to live as normally as possible and to develop their individual potential.

There are two time blocks of practicum experience in each semester with three-week modules of classroom learning before and after each experience. The student will experience at least three different community settings during these four blocks. While on practicum, the student will participate in a weekly seminar which integrates practice and theory. A college instructor who teaches in the classroom and is a supervising instructor in the field, directs the seminars.

The students must be willing to accept the practicum assignments in the community programs and are responsible for their transportation to and from them. Because of the demanding nature of the field work and the almost regular requirement of shift work, it is recommended that students plan ahead financially and not be dependent on part-time employment while enrolled in the program.

The child care program has national registration Level One of the training standards of the National Institute of Mental Retardation. This career program is credited with points towards the standards set for

Registered Social Workers in British Columbia. The program as a complete package has 12 units of university transfer to the degree program in Child Care at the University of Victoria.

#### PART TIME

Courses in the child care program are offered on a swing-shift or evening basis for part-time students. To be eligible for enrolment in these courses a person must be a practitioner or experienced volunteer in the field. Eligibility forms for enrolment in the part-time program and information regarding course offerings can be obtained from Admissions or the Student Services Division on each campus. The courses will be offered on a regular basis.

The part-time student must choose the course Human Services — Introductory (CCW 100) as one of his first four courses. Upon completion of any five of the courses in the program, the student may undertake a practicum experience. The purpose in offering these part-time courses is to enable practitioners to continue in employment while working toward completion of the Child Care Program.

#### ENROLMENT REQUIREMENTS AND PROCEDURE

##### Full Time

In addition to the normal Douglas College admission requirements, the following specific enrolment prerequisites also apply to this program:

- a) Minimum age: nineteen years
- b) Good physical health: verification by submission of a medical certificate is required when an applicant is accepted into the program.
- c) Participation in the selection process.

Enrolment in the full-time program is limited. An interested applicant should listen to the tape recording on the program before submitting a College application that states an intention to apply for the program. These Child Care Program tapes are available in the Student Services area of each campus. An application for the full-time program must be received by April 1st prior to the August intake. The applicant has no further responsibility after submitting an application except to keep Admissions informed of a change of address or telephone number.

Each full-time applicant will be interviewed or will participate in a group selection process. Eligibility will be determined on the basis of a total overview of the person considering his or her motivation, life experience, emotional health, physical health, work experience, volunteer experience,

formal education, skills, interests and talent. Should an eligible applicant not be able to enrol, his or her name will be placed on a waiting list for the next fall program. As the number of applicants has greatly exceeded the number of available seats in the program, every effort will be made to help those who do not get into the program, work out educational alternatives.

#### PART I (17 weeks)

Course	Descriptive Title	Credits
HMS 100	Human Services-Introductory .....	3
HMS 113	Learning and Development .....	3
HMS 101	Behaviour Management .....	3
HMS 143	Human Dynamics .....	3
HMS 153	Activities and Routines in Living-Introductory .....	3
HMS 183	Child Care Practicum I .....	5
COM 110	Career Communications Part I (commences in Part I, completed in Part II) .....	1½
<b>TOTAL</b>		<b>21½</b>

#### PART II (19 weeks)

HMS 200	Human Services-Advanced .....	3
HMS 233	Individual Differences .....	3
HMS 243	Group Work in Child Care .....	3
HMS 201	Family and Change .....	3
HMS 253	Activities and Routines in Living-Advanced .....	3
HMS 283	Child Care Practicum II .....	6
COM 110	Career Communications (completed in Part II) .....	1½
<b>TOTAL</b>		<b>22½</b>

**NOTE:** Before graduation, a **STANDARD FIRST AID CERTIFICATE** must be obtained. It is the student's responsibility to contact the St. John's Ambulance Brigade to arrange for a First Aid course enrollment. Students are strongly advised to complete their First Aid requirements prior to starting the program because the blocks of practicum placements often involve shift work. A valid copy of the First Aid certificate must be submitted to the Admissions Office to qualify for the certificate in Child Care Services.

## CLERICAL CERTIFICATE PROGRAM

### Individualized

A Vocational Program Offered by  
The Division of Business and Administration

The Douglas College Clerical Certificate Program is designed to serve the needs of those students wanting vocational training and upgrading in the commercial skills. Employment opportunities for well-trained office personnel are growing steadily as the business community continues to expand and diversify as a result of a growing population.

Courses provide clerical skills in Typewriting, Bookkeeping, Business English, Business Mathematics, Office Procedures and Shorthand. Students will receive individual instruction in each subject, permitting each student to progress at his/her own rate.

Upon completion of the program, a Douglas College Secretarial Arts Certificate will be issued. Graduates will then be qualified to obtain employment as clerk-typists, junior bookkeepers, business machine operators and general office clerks.

#### ADMISSION REQUIREMENTS

Grade 12 or mature student status.

#### COST

The cost of the full program is \$30 per month (3 months payable in advance) and \$2 per month student fees, plus the cost of workbooks and text kits. Some textbooks are provided; therefore it is advisable to check with your instructor before purchasing texts.

#### INSTRUCTION

The self-learning concept is encouraged through the use of individual adult continuing education text-kits. Group seminars and workshops will be held periodically throughout the duration of the course.

#### COURSE DURATION

The course will last from 6-8 months, depending on the individual student's aptitudes, skills and the effort put into each course.

## CLERICAL HEALTH WORKER PROGRAM

The Clerical Health Worker Program is designed to prepare students for a variety of clerical positions in the health field. The program is focused on the position of the ward clerk, but graduates of this program are also employable as admitting clerks, medical records clerks, radiology clerks, and physician's receptionists.

The current job market for clerical health staff is good. Jobs in this field ordinarily involve shift work.

#### Desirable Attributes

Today's hospitals are busy places, that require their clerical staff to

work with speed, efficiency, and above all accuracy. Therefore applicant's applying for this course should have the following personal qualities.

1. Maturity
2. Ability to perform under stress
3. Assertiveness
4. Flexibility
5. Consideration and understanding of others (i.e. patients, visitors and co-workers.)

### Admission Requirements

In addition to the normal Douglas College admission requirements, the following specific enrollment prerequisites also apply to this program.

1. Typing 45 w.p.m.
2. Reading Grade 11 level
3. Basic literacy skills
4. Participation in an interview to evaluate suitability for training.
5. Good physical health: verification by submission of a letter from the student's physician confirming good health, upon acceptance

into the program.

\*Please note: Entrance requirements for this program are under re-evaluation. Please check with admissions prior to applying for the program.

**Duration:** 17 weeks (including 22-day practicum at St. Paul's Hospital or Royal Columbian Hospital)

**Costs:** Tuition fee is \$32.00 (includes \$2.00 student fee) per month, payable in advance.

## DIPLOMA OF ASSOCIATE IN COMMUNICATIONS

A thorough and comprehensive understanding in the art and craft of communications will enable students to pursue studies with a firm grasp of language, both written and spoken and within the context of interpersonal behaviour and applied communications.

Hence with this emphasis, the Diploma of Associate in Communications will aid candidates to enter such fields as journalism, and public and business informational services.

Students will be encouraged to develop knowledge in areas such as government, economics and politics. The program also provides an opportunity for students to explore particular Canadian problems as they relate to geography, language and social institutions.

### Admissions Requirements

The program is available to full and part time students, day and evening. Consultation with faculty is recommended and welcomed.

### College Diploma Requirements

A minimum of 60 semester credits, combining required and elective courses:

Course	Descriptive Title	Credits
<b>I 12 semester credits selected from the following:</b>		
COM 110	Career Communications	3
COM 165	Basic Journalism	3
COM 167	Newspaper Production	3
COM 160	Introduction to Film	3
ENG 100	Expository Writing	3
ENG 120	Writing Skills	1½
ENG 121	Writing Skills	1½
<b>II 12 semester credits selected from the following:</b>		
COM 120	Effective Public Relations	3
COM 166	Advanced Journalism	3
COM 168	Freelance Writing	3
COM 169	Advanced Newspaper Production	3
COM 290	Applied Communications	3
CWR 100	Introduction to Creative writing	3
ENG 200	Advanced Exposition and Argument	3
<b>III 9 semester credits selected from the following:</b>		
COM 200	Introduction to Communication Theory	3
COM 210	Introduction to Communication Behavior	3

CWR 200	(Creative Writing) Drama, Fiction, Poetry	3
Canadian Studies (see Calendar)		
GRA 150	Introduction to Photography and Production	2
Courses listed in I and II		

### IV 9 semester credits from the following:

BUS 100	Business in Canada	3
BUS 111	Small Business Management	3
POL 105	The Canadian Legal System	3
POL 120	Canadian Government	3
POL 122	Municipal Government	1½
POL 125	Introduction to Political Science	3
POL 150	Introduction to International Relations	3
SOC 125	Social Processes	3
SOC 135	Introduction to Social Theory	3
SOC 225	Canadian Social Institutions	3
Courses listed in I, II and III		

### V 9 semester credits selected from the following:

ECO 101	The Canadian Economy	3
ECO 111	Economic History of Canada	3
GEOG 150	The Canadian Arctic	3
GEOG 160	B.C. and the Yukon	3
HIS 112	Quebec in Canada	3
HIS 113	Canada 1763-1867	3
HIS 114	Canada 1867-1967	3
MODL 130	French for Beginners	3
MODL 140	Basic French	3
MODL 141	French Language	3
PHI 150	Critical Thinking	3
PHI 290	Political Man and Social Man	3
PSY 100	Basic Psychological Processes	3
PSY 340	Psychology of Organizations	3
Courses listed in I, II, III and IV		

### VI 9 semester credits of electives (consult Calendar)

\*Please note that these requirements are subject to revision. Contact English and Communications at 588-4411.

## COMMUNITY SERVICE WORKER PROGRAM

This one-year human service Certificate program prepares the student to function in a wide variety of community settings: social, recreational, educational, health and social services. As a para-professional or volunteer, the graduate may function as a community-development worker or give direct services, e.g. work on a one-to-one basis with children, adults and older persons; establish a volunteer bureau; act as a coordinator; participate on a survey-type research team.

The program is offered primarily for full time students and commences at the beginning of the fall semester only, and continues for two semesters. During a weekly period, the student will attend classes for three days and spend two days in a field work placement in a community agency. The student will also participate in a weekly integrative seminar which brings together theory and practice. A college field work instructor supervises the student in the field and directs the seminar.

The student must be willing to accept the community field work placement chosen for him and be responsible for transportation during the two semesters.

The courses are listed below and a brief description of each can be found in the calendar under Human Services. Detailed course outlines are available for reading in the Student Services Division on each campus.

### Enrollment Requirements and Process:

The regular college admission requirements are applicable and, in addition, the following specific requirements also apply:

- 1) Minimum age: nineteen years
- 2) Good physical health: verification by submission of a letter from the student's physician confirming good health upon acceptance into the program
- 3) Participation in an interview to determine suitability for training.

Enrollment in the program is limited. Applications must be submitted by April 1st, each year. A cassette tape on the program is available in the Student Services area of each campus. Applicants are encouraged to listen to the tape and discuss planning with a Counsellor, if desired. Once application for entry into the program has been submitted, Admissions should be kept advised of any change of address or telephone number. Applicants will be contacted and advised of a program orientation meeting and a date will be set for individual interviews.

Suitability is determined on the basis of a total overview of the applicant — motivation, life/work/volunteer experience, emotional stability, physical health, formal education, unique skills and interests.

Course	Descriptive Title	Hrs/Wk	Credits
<b>SEMESTER I</b>			
HMS 100	Human Services—Introductory.....	4	3
HMS 132	Human Growth and Development— The Life Cycle.....	3	3
HMS 142	Skills & Methods—The Skilled Helper.....	4	3
HMS 162	Community Resources.....	3	3
HMS 182	Community Service Field Work.....	2 days	3
COM 110	Career Communications.....	3	3
<b>SEMESTER II</b>			
HMS 200	Human Services—Advanced.....	4	3

Course	Descriptive Title	Hrs/Wk	Credits
HMS 242	Skills & Methods—The Group Worker.....	4	3
HMS 201	Family and Change.....	3	3
HMS 262	Financial Assistance Skills.....	3	3
HMS 282	Community Service Field Work.....	2 days	3
COM 290	Applied Communications.....	3	3

**NOTE:** Before graduation, a First Aid Certificate must be obtained. It is the student's responsibility to contact the St. John's Ambulance Brigade to arrange for a First Aid course enrollment. A valid copy of the First Aid Certificate must be submitted to the Admissions Office to qualify for the certificate in Community Services.

## CONSTRUCTION MANAGEMENT PROGRAM

### DIPLOMA PROGRAM

This program consists of 10 core courses dealing extensively with functions related to the organization and control of a construction project, whether it be a single-family dwelling or a large project. In addition, there are a number of service courses on materials, methods, and applications to the industry that help the student to visualize what is being managed as he studies the core courses.

Before graduation, the standard First Aid (Senior) Certificate must be obtained. It is the student's responsibility to contact the St. John's Ambulance Brigade to arrange for a First Aid Course enrollment. A valid copy of the First Aid certificate must be submitted to the Admissions Office to qualify for the diploma of Associate in Construction Management. Some "Optional Courses" are offered. Students of the Construction Management Diploma Program have to complete successfully one of the "Options".

Students who have not completed Mathematics 11 or equivalent, or who want to refresh their mathematical knowledge should enroll in MAT 102, Introductory Mathematics, before they register in the Construction Management Program. MAT 102 is usually offered during the summer.

The two-year program leading to the Diploma of Associate in Construction Management requires that a student complete both the core and service courses. It is geared to those who have just completed high school and who wish to enter the industry with some managerial training. Graduates should expect to enter the construction industry in a junior capacity, such as that of assistant to an estimator or project supervisor. Promotion to supervisory positions will require considerable work experience. Students wishing to enter this program must have completed academic Mathematics 11 or equivalent.

### CERTIFICATE PROGRAM

The 10 core courses are also offered in the evening, and in a two-semester daytime program from September to April inclusive the year following (eight months). This enables present employees of the industry, whose knowledge of the service-course materials is extensive as a result of job experience, to study the managerial aspects in detail. Successful completion of the core courses entitles the student to the Certificate in Construction Management.

The content of both programs provide packages that suit the needs of the industry and reflects techniques of profit-making being used today, since the programs were set up in consultation with an advisory committee comprised primarily of members of the Amalgamated Construction Association of B.C. By adopting their suggestions and obtaining their approval of every aspect of the program, the College is endeavoring to offer a career program that can lead directly into employment in the industry.

Because those who enter the diploma program may or may not have had any field training in the industry, summer work experience is desirable.

### Program leading to Diploma of Associate in Construction Management

Course	Descriptive Title	Credits
<b>SEMESTER I</b>		
CON 120	Construction Materials and Applications (I).....	3
CON 130	Drafting.....	3
CON 140	Construction Science.....	3
CON 150	Construction Calculations.....	3
CON 390	Construction Surveying.....	3
SSC 140	Human Relations and Organizational Behavior.....	3
	Option.....	2-3

### SEMESTER II

COM 110	Career Communications.....	3
CON 220	Construction Materials and Applications (II).....	3
CON 230	Construction Blueprint Reading.....	3
CON 240	Construction Science.....	3
BUS 210	Management Essentials.....	3
	Option.....	2-3

### SEMESTER III

CON 300	Construction Management.....	3
CON 400	Construction Accounting and Finance.....	3
CON 320	Construction Strength and Design.....	3
CON 360	Construction Estimating I.....	3
CON 491	Structure Types.....	3
	Option.....	2-3

### SEMESTER IV

CON 301	Construction Law and Labour Relations.....	3
CON 460	Construction Estimating II.....	3
CON 330	Building Codes, Permits, Inspections.....	3
CON 492	Construction Scheduling.....	3
CON 493	Construction Contract Management.....	3
	Option.....	2-3

### Program Leading to Certificate in Construction Management:

Course	Descriptive Title	Credits
COM 110	Career Communications.....	3
BUS 210	Management Essentials.....	3
CON 300	Construction Management.....	3
CON 301	Construction Law and Labour Relations.....	3
CON 330	Building Codes, Permits, Inspections.....	3
CON 360	Construction Estimating I.....	3
CON 400	Construction Accounting and Financing.....	3
CON 460	Construction Estimating II.....	3
CON 492	Construction Scheduling.....	3
CON 493	Construction Contract Management.....	3

## CRIMINOLOGY PROGRAMS

There are two overlapping programs organized administratively in the Department of Social Sciences. One is a career program in Criminal Justice while the second is a University Transfer Program in Criminology. Certain courses may be taken in either program. The career program offers both a Certificate in Criminal Justice and a Diploma of Associate in Criminal Justice. The Certificate Program requires the equivalent of one year or two semesters of full-time attendance. The Diploma Program

requires the equivalent of two years or four semesters of full-time attendance. Part-time students are welcome.

The Diploma Program and the Certificate Program in the career area are recommended for those students who wish to pursue a career in the criminal justice system. These programs not only prepare the student in a very practical way for entry into employment at the basic levels, but also contain a large percentage of courses carrying university transfer. This

will enable the student to return on a part-time basis to complete his education while employed in the justice system.

The Career Programs are streamed in such a way as to offer the student a choice of courses in the law enforcement and corrections options.

The University Transfer Program leads to the Diploma of Associate in Criminology and is designed to enable the student to transfer a full two years (60 credits) toward a major in criminology at Simon Fraser University. In addition, however, many of the courses have transfer credit to other departments at SFU, to UBC and University of Victoria. Criminology courses, therefore, are useful and interesting as transferable electives for students in other programs. A full two years may be transferred to UBC.

There are no special admission requirements. The entire program is available to both full- and part-time students.

Advanced standing may be granted for courses or training taken elsewhere.

For information contact the Criminology Program at the New Westminster or Richmond campus.

### CAREER PROGRAM IN CRIMINAL JUSTICE

#### A. Diploma of Associate in Criminal Justice (Law Enforcement Option) 60 credits (usually 20 three-credit courses)

##### 1. Core Courses (required)

- CRI-102 Criminal Law
- CRI-106 Introduction to the Criminal Justice System
- CRI-111 Introduction to Law Enforcement
- PSY-100 Basic Psychological Processes
- SOC-125 Social Processes
- Two approved Communications or English courses, e.g.
- COM-110 Career Communications
- COM-290 Applied Communications
- CJS-141 Police and Corrections Writing

##### 2. At least three of:

- CJS-103 Police Community Relations
- CJS-112 Basic Criminalistics
- CJS-140 Interviewing
- CJS-380 Practicum (field placement)

##### 3. At least four of:

- CJS-107 Community Agencies
- CJS-381 Comparative Police Systems
- CJS-382 Comparative Justice Systems
- CRI-105 The Canadian Legal System
- CRI-108 Crime Causation
- CRI-109 Introduction to Criminology
- CRI-110 Deviance and Social Control
- CRI-114 Introduction to Corrections
- CRI-130 Psychological Explanations of Criminal Behavior
- CRI-131 Sociological Explanations of Criminal Behavior
- CRI-201 Juvenile Delinquency

##### 4. At least four of:

- ANT-120 Indians of B.C.
- BUS-210 Management Essentials
- BUS-450 Supervisory Management
- FIR-100 Chemistry of Fire
- FIR-273 Fire Investigation
- PE (any appropriate Physical Education course)
- POL-110 Ideology and Politics
- POL-120 Canadian Government
- PSY-200 Areas and Applications of Psychology
- PSY-207 History and Philosophy of Psychology
- SOC-135 Introduction to Social Theory
- SOC-225 Canadian Social Institutions

#### B. Diploma of Associate in Criminal Justice (Corrections Option) 60 credits (usually 20 three-credit courses)

##### 1. Core Courses (required)

- ANT-120 Indians of B.C.
- CJS-101 Probation and Parole
- CJS-140 Interviewing
- CRI-104 The Prison Community
- CRI-106 Introduction to the Criminal Justice System
- CRI-114 Introduction to Corrections
- PSY-100 Basic Psychological Processes
- Two approved Communications or English courses, e.g.
- COM-110 Career Communications
- COM-290 Applied Communications
- CJS-141 Police and Corrections Writing

##### 2. At least five of:

- CJS-107 Community Agencies

- CJS-240 Advanced Interviewing
- CJS-380 Practicum (field placement)
- CJS-382 Comparative Justice Systems
- CRI-108 Crime Causation
- CRI-109 Introduction to Criminology
- CRI-110 Deviance and Social Control
- CRI-111 Introduction to Law Enforcement
- CRI-130 Psychological Explanations of Criminal Behavior
- CRI-131 Sociological Explanations of Criminal Behavior
- CRI-201 Juvenile Delinquency
- CRI-204 Prison-Based Programs, Adult and Juvenile

##### 3. At least five of:

- BUS-210 Management Essentials
- BUS-450 Supervisory Management
- CDW-100 Counselling the Chemically Dependent
- CDW-102 Intervening and Changing the Chemically Dependent
- FIR-100 Chemistry of Fire
- FIR-272 Fire Suppression
- PE (any appropriate Physical Education course)
- POL-110 Ideology and Politics
- POL-120 Canadian Government
- PSY-200 Areas and Applications of Psychology
- PSY-207 History and Philosophy of Psychology
- PSY-321 Developmental Psychology: Adolescence
- PSY-330 An Introduction to Social Psychology
- PSY-340 Psychology of Organizations
- PSY-350 Conceptual Frameworks of Abnormal Behavior
- PSY-450 Modification and Intervention in Abnormal Behavior
- SOC-135 Introduction to Social Theory
- SOC-225 Canadian Social Institutions
- SOC-280 Sociology of Health and Illness

#### C. Certificate in Criminal Justice (Law Enforcement Option)

30 credits (usually 10 three-credit courses)

##### 1. Core Courses (required)

- CRI-106, Introduction to the Criminal Justice System
- Two approved Communications or English courses, e.g.
- COM-110, Career Communications
- COM-290, Applied Communications
- CJS-141, Police and Corrections Writing

##### 2. At least three of:

- CJS-103 Police Community Relations
- CJS-112 Basic Criminalistics
- CJS-140 Interviewing
- CRI-102 Criminal Law
- CRI-111 Introduction to Law Enforcement

##### 3. At least one of:

- CRI-108 Crime Causation
- CRI-110 Deviance and Social Control
- CRI-130 Psychological Explanations of Criminal Behavior
- CRI-131 Sociological Explanations of Criminal Behavior

##### 4. At least two of:

- ANT-120 Indians of B.C.
- BUS-210 Management Essentials
- BUS-450 Supervisory Management
- FIR-100 Chemistry of Fire
- FIR-273 Fire Investigation
- PE (any appropriate Physical Education course)
- PSY-100 Basic Psychological Processes
- SOC-125 Social Processes

#### D. Certificate in Criminal Justice (Corrections Option)

30 credits (usually 10 three-credit courses)

##### 1. Core Courses (required)

- CRI-106 Introduction to the Criminal Justice System
- Two approved Communications or English courses, e.g.
- COM-110 Career Communications
- COM-290 Applied Communications
- CJS-141 Police and Corrections Writing

##### 2. At least three of:

- CJS-101 Probation and Parole
- CJS-140 Interviewing
- CRI-104 The Prison Community
- CRI-114 Introduction to Corrections
- CRI-204 Prison-Based Programs, Adult and Juvenile

##### 3. At least one of:

- CRI-108 Crime Causation
- CRI-110 Deviance and Social Control

- CRI-130 Psychological Explanations of Criminal Behavior  
 CRI-131 Sociological Explanations of Criminal Behavior

- POL-120 Canadian Government  
 PSY-321 Developmental Psychology: Adolescence  
 PSY-330 An Introduction to Social Psychology  
 PSY-340 Psychology of Organizations  
 PSY-350 Conceptual Frameworks of Abnormal Behavior  
 PSY-450 Modification and Intervention in Abnormal Behavior  
 SOC-135 Introduction to Social Theory  
 SOC-225 Canadian Social Institutions  
 SOC-280 Sociology of Health and Illness

4. At least two of:

- ANT-120 Indians of B.C.  
 BUS-210 Management Essentials  
 BUS-450 Supervisory Management  
 FIR-100 Chemistry of Fire  
 FIR-272 Fire Suppression  
 PE (any appropriate Physical Education course)  
 PSY-100 Basic Psychological Processes  
 SOC-125 Social Processes

**DIPLOMA OF ASSOCIATE IN CRIMINOLOGY**

(For persons seeking a totally transferable program to university)  
 60 credits (usually 20 three-credit courses)

1. Simon Fraser Criminology Department Transfer

- a. Criminology Courses (required):  
 CRI-102 Criminal Law  
 CRI-106 Introduction to Criminal Justice System  
 CRI-109 Introduction to Criminology  
 CRI-130 Psychological Explanations of Criminal Behavior  
 CRI-131 Sociological Explanations of Criminal Behavior
- b. At least three others from:  
 CRI-104 The Prison Community  
 CRI-105 The Canadian Legal System  
 CRI-111 Introduction to Law Enforcement  
 CRI-114 Introduction to Corrections  
 CRI-201 Juvenile Delinquency  
 CRI-204 Prison-Based Programs, Adult and Juvenile
- c. Related Courses (required):  
 COM-200 Introduction to Communications Theory  
 COM-210 Introduction to Communications Behavior  
 (ENG-100 Expository Writing, may replace a COM)  
 PSY-100 Basic Psychological Processes  
 PSY-300 Experimental Psychology: Statistics  
 SOC-125 Social Processes  
 and either:  
 PSY-200 Areas and Applications of Psychology  
 or  
 PSY-207 History and Philosophy of Psychology
- d. At least three others from:  
 ANT-120 Indians of B.C.  
 BUS-210 Management Essentials  
 POL-110 Ideology and Politics

2. UBC Faculty of Arts or School of Social Work Transfer

- a. Criminology Courses (at least seven from):  
 CRI-104 The Prison Community  
 CRI-105 The Canadian Legal System  
 CRI-108 Crime Causation  
 CRI-109 Introduction to Criminology  
 CRI-110 Deviance and Social Control  
 CRI-130 Psychological Explanations of Criminal Behavior  
 CRI-131 Sociological Explanations of Criminal Behavior  
 CRI-201 Juvenile Delinquency  
 CRI-204 Prison-Based Programs, Adult and Juvenile
- b. Related Courses (required):  
 ENG-100 Expository Writing  
 PSY-100 Basic Psychological Processes  
 PSY-200 Areas and Applications of Psychology  
 SOC-125 Social Processes  
 SOC-135 Introduction to Social Theory  
 and any one of:  
 ENG-102 Thematic Approaches to Western Literature  
 ENG-106 Studies in Prose Fiction  
 ENG-109 Studies in Literary Genres  
 ENG-114 Studies in Poetry  
 ENG-151 Studies in Drama
- c. Related Courses (at least three from):  
 ANT-120 Indians of B.C.  
 POL-110 Ideology and Politics  
 POL-120 Canadian Government  
 PSY-300 Experimental Psychology: Statistics  
 PSY-321 Developmental Psychology: Adolescence  
 PSY-330 An Introduction to Social Psychology  
 PSY-340 Psychology of Organizations  
 PSY-350 Conceptual Frameworks of Abnormal Behavior  
 PSY-400 Experimental Psychology: Research  
 PSY-450 Modification and Intervention in Abnormal Behavior  
 SOC-225 Canadian Social Institutions  
 SOC-280 Sociology of Health and Illness

**DRAFTING—ARCHITECTURAL AND STRUCTURAL PROGRAM**

This certificate program is designed primarily to serve the needs of the student wishing to pursue a career as a draftsman. Traditionally this work has been done by men, but this is no longer true as women are entering the field in ever-increasing numbers.

A student graduating from this course would start at the junior draftsman level, gaining on-the-job experience and working towards the position of senior draftsman over a period of approximately five years. Beyond this it is possible to progress to a position of section leader, designer, or continue to the Chief Draftsman level. Not all draftsmen will spend their entire career at a drawing board but will enter related fields where a sound knowledge of technical drawing is required, as would be the case in estimating, technical sales positions, or on the administration staff of an engineering firm.

**Entrance Requirements**

- Grade XII graduation with a minimum of Grade XI Math or an acceptable equivalent education or technical background
- The ability to work well with co-workers as a member of a team, which would include the ability to communicate effectively in both written and oral English.
- Good eyesight, manual dexterity, and hand-eye co-ordination.

**COURSES**

**Drafting 100—Basic**

- (2½ months)
- Orthographic Projection including Auxiliary Views
- Dimensioning including Metric
- Drafting and Inking Techniques

- Pictorial Drawing
- Intersections and Developments
- Basic Machine Shop Drawing
- Mathematics

**Drafting 110—Architectural**

- (3 months)
- Light Construction Methods
- Building Codes and Standards
- Commercial and Residential Drafting
- Introduction to Member Design and Use of Design Tables

**Drafting 120—Structural**

- (4½ months)
- This section will be conducted to fully reflect actual production office conditions
- Contract drawings will be developed from Engineering Design notes and sketches.
- Industrial projects using heavy timber, concrete, and structural steel will be fully covered.

**Duration:** The program begins in January and is 10 months in length. Application deadline for this program is November 1.

**Costs:** Tuition fees are \$32.00 (including \$2 student fee) per month, payable three months in advance. Cost of drafting equipment and books is approximately \$80.00

# DRAFTING—INDUSTRIAL PROGRAM

## Individualized

The purpose of this program is to provide the student with skills and knowledge in the subject area of Industrial Drafting. The program is considered to be an initial training program leading to employment in the drafting industry.

The courses covered in this program are:

- DRA 101 Projection Techniques
- DRA 102 Algebra & Geometry
- DRA 103 Electronic Calculators
- DRA 203 Electronic Programable Calculators
- DRA 211 Drafting for Surveying
- DRA 221 Introduction to Principles of Mechanics
- DRA 212 Rectangular Coordinates
- DRA 213 Drafting for Surveying 11
- DRA 311 Drafting for Highways and Railroads
- DRA 321 Drafting for Piping
- DRA 322 Electrical Drafting
- DRA 223 Mechanical Drafting 1
- DRA 324 Mechanical Drafting 11
- DRA 325 Mechanical Drafting 111

The program does not stipulate that all the courses listed should be undertaken by each applicant. Instead, it is advisable that, once the student goes through the orientation, he/she will make a selection of courses to form a specific program. However, the student has the option of attending all the courses offered.

Hands-on shop experience is the basis from which skills are developed

in the program. It should be noted that this program is developed around the individual needs of the student, and these needs will determine the actual length. The program is designed to accommodate past experience, in that credit and/or advancement will take place if a student can demonstrate learned skill, plus the theoretical knowledge. This format will permit those students who have completed shop training in secondary schools to apply these credits to the College program.

The content has been organized into packaged modules to ensure maximum flexibility for "individualized" training. To accommodate this versatility in training, it will be essential for students interested in vocational training to apply as early as possible, so that previous experience can be evaluated for future accreditation.

In addition to the normal Douglas College admission requirements, the following specific enrollment prerequisites also apply to this program.

1. Grade XI General Mathematics or experience in drafting.
2. An interview will be held with the applicants before they begin their programs. This is a general information interview in which past work experience is discussed and individualized modules for the program are explained to the applicants.

**Duration:** This program is offered Monday through Friday on a continuous intake basis. The estimated length of the program is approximately 8-12 months.

**Cost:** Tuition fees are \$32.00 a month, (including student fees) payable 3 months in advance.

## EARLY CHILDHOOD EDUCATION PROGRAM

The expressed need for qualified adults to work with young children in day-care centres and other pre-school facilities has increased significantly in recent years. To meet this need, Douglas College offers a one-year (two-semester) Early Childhood Education Program which prepares women and men for employment in private kindergartens, nursery schools, and day-care centres.

The program has the approval of the Provincial Child Care Facilities Licensing Board, which keeps a registry of those persons who have completed the training requirements as pre-school supervisors in British Columbia.

When applying for a position, a graduate is required to show proof, in the form of a letter of registration with the Provincial Child Care Facilities Licensing Board. To obtain this letter, the person who has completed the required training must write to the Provincial Child Care Facilities Licensing Board office in Victoria and request that his or her qualifications be evaluated and a letter of registration issued.

The program focuses on development of the career competence of the graduating student, the theoretical material being closely integrated with the important experience of the field practicum. Students spend approximately 20 hours a week in assigned practicum centres, in direct involvement with young children under the guidance and in-service assistance of the sponsor supervisors and instructors.

Core subjects studied in each semester are: child growth and development; working with children; practicum (field placement); workshop seminars; career relations; communications. Emphasis is on ways of identifying, evaluating, and implementing theories that promote and support the physical and mental health development of children.

### ENROLLMENT PROCEDURE AND REQUIREMENTS

In addition to the normal Douglas College admission requirements, the following specific enrollment conditions also apply to this program: applicants must be in good health, possess appropriate vigor and stamina, and exhibit an adequate level of emotional stability and personality

flexibility. A medical report substantiating these qualifications is required.

Age, educational background, life experience and ability to work within an organizational framework are considered in the selection of candidates. References from two persons (other than relatives) familiar with the applicant's experience in working with young children must be made available at the time of interview.

Enrollment in the program is limited to 20 in each section. Two sections are scheduled each year—one commencing in September and concluding the end of April; the second opening in January and concluding in December, with a four month summer recess (May-August). Application deadline for the January intake is November 1st each year. For part-time pre-employment and/or post-basic training given in the evenings check with the Program Supervisor at the New Westminster Campus (521-4851, Local 228).

Course	Descriptive Title	Hrs/Wk	Credits
<b>SEMESTER I</b>			
HMS 110	Child Growth and Development—Intro. ....	4	3
HMS 140	Working with Children—Intro. ....	4	3
HMS 150	Workshop Seminary—Intro. ....	4	3
HMS 160	Career Relations & Resources—Intro. ....	4	3
HMS 180	E.C.E. Practicum (2 full days per week) ....	4	3
COM 110	Career Communications .....	4	3
<b>SEMESTER II</b>			
HMS 210	Child Growth & Development—Advanced ...	4	3
HMS 240	Working with Children—Advanced .....	4	3
HMS 250	Workshop Seminar—Advanced .....	4	3
HMS 260	Career Relations & Resources—Advanced ...	4	3
HMS 280	E.C.E. Practicum (2 full days per week) ....	4	3
COM 290	Applied Communications .....	4	3

## INSTITUTE OF ENVIRONMENTAL STUDIES

The Douglas Institute provides a means of co-ordinating the resources of faculty, students and the College community into both structured and unstructured programs. These contribute to a better understanding of crucial problem areas often excluded from the formal disciplines.

Because curricula do not change as rapidly as does the world around

them, educational institutions often lack flexibility and become remote from real life. The Douglas College Institute offers the means of linking disciplines and routine courses of formal study to some of the realities in the College Region.



## COMMUNITY COURSES AND PROGRAMS

Each semester the Douglas College Institute of Environmental Studies offers programs in the fields of conservation, recreation, land and water management, environmental education and vocational training for fishermen. These include:

—Courses for teachers and others wishing to gain a fuller understanding of the natural environment in order to interpret it to others.

—Short courses or workshops are offered in horticulture, resource use and management, horse management, etc. as required.

—The Natural History of the Fraser Valley and a series of specialized courses on the plant and animal life of the College Region are also available.

—Each semester the Institute sponsors conferences, seminars, film and lecture programs on environmental topics.

Vocational training courses such as Troller Deckhand Training and Coastal Navigation for Fishermen are regularly offered to meet the needs of the commercial fishing industry.

For course details phone Continuing and Community Education at 525-9211 or Admissions, 588-6404.

## PUBLIC POLICY

The Institute of Environmental Studies acts as an information centre and supplies copies or summaries of reports and commentaries on environmental and ecological issues within the College region and examples of international development and aid projects financed with provincial or federal funds and private donations.

## INFORMATION BOOKLETS

Edited collections of documents and articles not readily available from

other sources are produced for College libraries, faculty, and students. The public and institutions may also obtain copies at a small charge to cover printing costs. Topics focus on environmental problems within the Lower Mainland and on international aid in the fields of education and rural development.

## INTERNATIONAL DEVELOPMENT

The Institute of Environmental Studies provides faculty, staff and students with opportunities to make a personal contribution in the field of international development. It acts as the agent of the World University Service of Canada which co-ordinates the work of a world-wide membership drawn from post-secondary educational institutions in forty-five countries. International development programs and projects of the institute include the distribution of printed information on the work of the Canadian International Development Agency, the B.C. Department of Agriculture and of other Canadian agencies giving aid to developing countries; arranging contact with refugee orphans and old people needing sponsorship; collecting household items and clothing for sales and educational books for distribution abroad. With the help of a grant from the Koerner Foundation the Institute has also produced an AV presentation on the rehabilitation of refugees.

## WILDLIFE FOR TOMORROW FUND

The Institute's Wildlife for Tomorrow Fund accepts donations (exempt from taxation) for projects aimed at the conservation of wildlife in the Lower Fraser Valley. This fund has contributed towards the expenses of conferences, publications and studies. Priority is given to the identification of wildlife habitats for acquisition and preservation as wildlife sanctuaries and management areas.

# FASHION DESIGN AND CLOTHING TECHNOLOGY PROGRAM

The curriculum is presently under review.

This is a two year, limited enrollment program leading to the Diploma of Associate in Fashion Design and Clothing Technology. New students are admitted to Fashion Design in September and to Fashion Merchandising in January.

This program provides intensive instruction for those seeking careers in the fashion industry. It interprets the employment requirements by providing courses of study related to career opportunities in the following areas:

- 1) Ready-to-wear manufacture
- 2) Fashion retailing and buying
- 3) Fashion co-ordination
- 4) Couture design and construction
- 5) Costume design

Considerable demands are placed on the students to develop both professional standards in the manual skills and creativity in the artistic skills. The program stimulates an industrial atmosphere by providing relevant equipment, and by demanding punctuality and strict adherence to schedules.

Students are encouraged to take advantage of the extensive resources of the College to further personal development in areas that may or may not be related to fashion.

An interview with the program faculty and portfolio presentation is essential to approval of the applicant for admittance to the program.

## FASHION DESIGN AND CLOTHING TECHNOLOGY

Semester I	Credits
FAS 100 Fundamentals of Pattern Drafting .....	5
FAS 120 Fundamentals of Fashion Design .....	5
FAS 130 Fundamentals of Garment Construction .....	1
FAS 390 History of Costume.....	3
FAS 140 Fashion Illustration .....	3
FAS 170* Creative Apparel .....	3
	20

\*Creative Apparel will not be necessary if the student has taken Home Economics 12B or equivalent. Students who are not required to take FAS 170 must substitute an elective.

### Semester II

FAS 200 Fundamentals of Pattern Drafting .....	5
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FAS 220 Fashion Design and Textiles .....	5
FAS 230 Fundamentals of Garment Construction .....	3
FAS 240 Fashion Illustration .....	3
FAS 370 Fashion Merchandising .....	3
	19

### Semester III

#### Fashion Design — Surrey Campus

FAS 300 Pattern Drafting and Draping .....	5
FAS 320 Fashion Design and Color Co-ordination .....	5
FAS 330 Garment Costume Construction .....	3
FAS 340 Fashion Illustration .....	3
FAS 121 Modelling & Finishing .....	2
COM 110 Career Communications .....	3
	21

### Semester IV

#### Fashion Design—Surrey Campus

FAS 420 Creative Fashion Design & Textiles .....	5
FAS 400 Advanced Pattern Drafting & Grading .....	5
FAS 430 Advanced Garment Construction & Finishing .....	3
Electives (2).....	1- 6
	14-19

### Semester III

#### Fashion Merchandising—Richmond Campus

FAS 320 Fashion Design and Color Co-ordination .....	5
BUS 100 Business in Canada .....	3
BUS 200 Fundamentals of Business .....	3
COM 110 Career Communications .....	3
FAS 121 Modelling & Finishing .....	2
	16

### Semester IV

#### Fashion Merchandising—Richmond Campus

FAS 420 Creative Fashion Design & Textiles .....	5
MKT 120 Basic Marketing .....	3
BUS 210 Management Essentials .....	3
Electives (2).....	1- 6
	12-17

# FIRE SCIENCE PROGRAM

This program enables the student to work toward the Citation in Fire Science, gaining special knowledge in two of the fields of fire prevention, fire suppression, fire investigation and fire science technology. The objective is to provide persons who are, or wish to be, actively engaged in fire protection related occupations with detailed information relating to their interests.

To complete the Citation program students must complete 9 core credits and 6 credits from the optional offerings in the second level FIR 200 listings, for a total of 15 credits.

Since a course lasts one semester, students attend evening classes for a minimum of three semesters to complete the program. Where required, classes are arranged on a swing-shift basis to accommodate shift workers.

## Program Leading to the Citation in Fire Science

**Part 1 Required:** 9 credits consisting of the following specified courses:

Course	Descriptive Title	Credits
FIR 100	Chemistry of Fire .....	3
FIR 101	Survey of Fire Science .....	3
COM 110 or 290	Career or Applied Communications .....	3

**Part 2 Required:** 6 credits selected from the following options list:

FIR 270	Fire Insurance .....	3
FIR 271	Fire Prevention .....	3
FIR 272	Fire Suppression .....	3
FIR 273	Fire Investigation .....	3
FIR 274	Fire Science Technology .....	3

# GERONTOLOGY PROGRAM

## Training Programs—Volunteer and Paid Work with Older People

A program is under review that will prepare students to work with older people in various settings including recreation areas, care facilities, social situations and family groups.

It is intended that graduates would have both academic and field work experience, the latter being tailored to meet individual preferences as far

as possible.

It is likely that the program would involve the equivalent of one semester's work.

For further information on developments call Lorna Kirkham, Community Service Worker Program or Jean Buzan, Community Consultant in Gerontology, at Douglas College.

# GRAPHIC AND COMMUNICATION ARTS PROGRAM

This two-year program leading to the Diploma of Associate in Arts (A.A.) prepares students for a wide variety of positions in the field of graphic arts.

The graphics student should possess enthusiasm, a desire to compete, and a willingness to give and accept constructive criticism. Assignments are given and solutions required that are closely related to problems in the field.

Students are required to take a common core of courses. The fourth semester brings the student to the level of competency required for employability.

Possible career directions include: graphic designers, commercial illustrators, fashion illustrators, layout artists, repro-assembly artists, audio-visual designers, animators, industrial designers, mechanical illustrators and retouch artists.

Course	Descriptive Title	Credits
<b>SEMESTER I</b>		
GRA 100	Basic Drawing .....	3
GRA 110	Introduction to Illustration .....	3
GRA 120	Introduction to Graphic Design .....	3
GRA 135	Introduction to Advertising .....	3
GRA 150	Introduction to Photography & Production .....	2
COM 110	Career Communications .....	3
Total credits for semester .....		17

<b>SEMESTER II</b>		
GRA 151	Technology of Graphic Communications .....	3
GRA 152	Graphics and Audio-Visual Production .....	2
GRA 200	Drawing II .....	2
GRA 210	Intermediate Illustration .....	3
GRA 220	Layout and Graphic Design .....	3
GRA 250	Photographics (B/W) .....	2
	Elective .....	1-3
Total credits for semester will vary with elective choice		16-18

Course	Descriptive Title	Credits
<b>SEMESTER III</b>		
GRA 121	History of Graphic Communications .....	2
GRA 254	Graphics & Audio-Visual Production I .....	3
GRA 300	Drawing & Painting II .....	3
GRA 310	Commercial Illustration .....	3
GRA 320	Graphic Design .....	3
GRA 350	Photographics (color) .....	2
Total credits for semester will vary with option choice		16

<b>SEMESTER IV</b>		
GRA 354	Graphics and Audio-Visual Production II .....	3
GRA 400	Advanced Drawing and Painting .....	3
GRA 410	Advanced Commercial Illustration .....	3
GRA 420	Advanced Graphics & Applied Design .....	3
GRA 450	Photographics .....	2
BUS 112	Business Procedures .....	3
Total credits for semester will vary with elective choice		17

At the time of publication deadline the Graphics Program curriculum changes are not complete. Several course outlines are being revised, particularly in Semester III and IV. While there will be no major change in many of the core courses, some adjustments will be made with regard to a few courses in order to allow Audio Visual to become a sequential series spanning all four semesters.

During registration an informational sheet will be provided regarding all course changes.

Deadlines to apply for admission to the Graphic and Communication Arts Program are April 1st and November 1st of each year.

# BASIC HORTICULTURE PROGRAM

## Individualized

The purpose of this program is to provide the student with skills and knowledge in the subject area of Horticulture. The program is considered to be an initial training program leading to employment in the industry.

The major topics covered in the basic program include:

- a) Introduction to the Trade
- b) Basic Botany

- c) Nursery and Gardening Practices
- d) Soils, Water and Fertilizers
- e) Pest Control
- f) Basic Plant Identification

For further information contact Admissions 588-6404.

# INTERIOR DESIGN PROGRAM

Courses include drafting, theory of design, color, drawing, residential and commercial interior design, presentation techniques, and interior detailing. Time allocated for electives and field trips. A work-experience session materially assists in eventual job placement, as well as in introducing the student to practical problems of the industry.

A two-year program leading to the Diploma of Associate in Interior Design. Interior Design prepares students for positions in retail and contract sales departments, and in selling interior design services and furnishings. Graduates may find employment in design studios; in paint, fabric, carpet, drapery, and wallpaper outlets; or with manufacturers, distributors, and representatives of office and home furnishings.

Deadline to apply for admission to the Interior Design Program is April 1st of each year.

Applicants should apply early and will be contacted in May to come in for a required interview. At the interview students are required to present an elementary portfolio of drawing and drafting. If available, items such as pottery, tie-dying, photography and other areas of interest to the student should be presented also.

Registration for part time courses does not imply acceptance for the full time program and permission must be obtained from Interior Design Faculty before registration for a part time course.

PLEASE NOTE: Changes to the Interior Design Program are forthcoming in Third and Fourth Semesters.

Course	Descriptive Title	Credits
<b>SEMESTER I</b>		
INT 100	Drawing & Rendering for Interior Design	3
INT 102	Italian and French Furniture	3
INT 103	Color and Building Materials	3
INT 110	Theory of Design	3

INT 120	Drafting and Perspective	4
	Elective	1-3

17-19

## SEMESTER II

INT 200	Drawing for Interior Design	2
INT 203	English and American Furniture	3
INT 205	Materials for Interior Design	3
INT 210	Theory of Residential Design	3
INT 220	Residential Interior Design	4
INT 221	Rendering and Presentation	2
	Elective	1-3

18-20

## SEMESTER III

INT 310	Theory of Office Interior Design	3
INT 320	Office Interior Design	4
INT 321	Graphic Presentation	2
INT 332	Interior Detailing and Mechanical	3
INT 380	Interior Design Work Experience	1-5
BUS 112	Business Procedures for Interior Design	3

16-20

## SEMESTER IV

INT 406	Special Projects in Design	3
INT 410	Theory of Hotel-Motel Interior Design	3
INT 420	Hotel-Motel Interior Design	4
INT 421	Graphic Presentation	2
COM 110	Career Communications	3
	Elective	1-3

16-18

# LANDSCAPE DEVELOPMENT PROGRAM

## Individualized

The purpose of this program is to provide the student with skills and knowledge in the subject area of Landscape Development. The scope and depth of this curriculum is what Douglas College considers to be appropriate for a student entering industry on a permanent employment level.

The courses listed should be completed by all students who are working to obtain permanent employment in the Horticulture industry. Certificates of completion will be awarded to students who have completed the Landscape Development Program.

The courses covered in this program are:

AGR 100 Orientation to the Landscape Industry

- AGR 101 Soils
- AGR 120 Landscape Design
- AGR 121 Landscape Construction
- AGR 122 Landscape Maintenance
- AGR 123 Turf Grass Maintenance

In addition to the normal Douglas College admission requirements, the following specific enrollment prerequisites also apply to the program:

- a) Minimum Grade X or experience in Landscape Development
- b) Must be able to work outdoors in all weather
- c) Must pass general physical fitness certification

# LEGAL SECRETARIAL PROGRAM

## Individualized

The Douglas College Legal Secretarial Certificate Program is designed to prepare students for employment in lawyers' offices, but could also lead to work in government and legal departments of large companies.

The program consists of the following subjects: Business English, Typewriting, Forkner Shorthand and Legal Office Procedures.

Admission requirements: typing speed of 35 words per minute (typing test to be arranged by the course instructor), reading comprehension test, and an interview with the instructor. The program is open to both men and

women.

The self-learning, self-paced concept is encouraged through the use of individual modules in the course. Group seminars and workshops will be held periodically throughout the course. The course will last approximately eight months, depending on the individual student's proficiency.

Costs: Student fees are \$32.00 per month, payable three months in advance, plus costs for books, supplies, etc. of approximately \$30.00.

# MARKETING PROGRAM

Refer to Business Management program information for details.

# MASONRY/STONE WORK PROGRAM

## Individualized

The purpose of this curriculum is to provide the student with skills and knowledge in the subject area of masonry/stone work. The scope and depth of this program is what Douglas College considers to be appropriate for a student entering industry on a permanent level.

Hands-on shop experience is the basis from which skills are developed in the program. It should be noted that this program is developed around the individual needs of the student, and these needs will determine the actual length. The program is designed to accommodate past experience, in that credit and/or advancement will take place if a student can demonstrate learned skill, plus the theoretical knowledge. This format will permit those students who have completed shop training in secondary schools to apply these credits to the College program.

The major topics covered are:

- MRY 100 Introduction to Bricklaying
- MRY 110 Basic Mortar
- MRY 111 Concrete Fundamentals
- MRY 120 Elementary Bricklaying

- MRY 121 Wall Bonds, Wall Types
- MRY 122 Decorative Masonry
- MRY 130 Stone Masonry
- MRY 140 Power Tools
- MRY 150 Blueprint and Layout
- MRY 220 Lintels and Arches
- MRY 221 Fireplace Design

The content has been organized into packaged modules to ensure maximum flexibility for "individualized" training. To accommodate this versatility in training, it will be essential for students interested in vocational training to apply as early as possible, so that previous experience can be evaluated for future accreditation.

**DURATION:** This program is offered Monday through Friday on a continuous intake basis. The estimated length of the program is approximately 4-6 months.

**COST:** Tuition fees are \$32.00 a month (including student fees), payable 3 months in advance.

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# GENERAL MECHANICS PROGRAM

## Individualized

The purpose of this program is to provide the student with skills and knowledge in the subject area of General Mechanics. The program is what Douglas College considers to be an initial training program appropriate for a student entering the industry on a permanent level.

The major topics covered in the basic program include:

- a) Shop Safety Practices
- b) Shop Tools and Equipment
- c) Measuring Instruments
- d) Engine Theory
- e) Fundamentals of Electricity
- f) Ignition Systems
- g) Carburation Fuel System
- h) Emission Control System
- i) Power Train
- j) Chassis
- k) Optional Modules: e.g. Motorcycle and Small Engine Repair

Hands-on shop experience is the basis from which skills are developed

in the program. It should be noted that this program is developed around the individual needs of the student, and these needs will determine the actual length. The program is designed to accommodate past experience, in that credit and/or advancement will take place if a student can demonstrate learned skill, plus the theoretical knowledge. This format will permit those students who have completed shop training in secondary schools to apply these credits to the College program.

The content has been organized into packaged modules to ensure maximum flexibility for "individualized" training. To accommodate this versatility in training, it will be essential for students interested in vocational training to apply as early as possible, so that previous experience can be evaluated for future accreditation.

**DURATION:** This program is offered Monday through Friday on a continuous intake basis. The estimated length of the program is approximately 4-8 months.

**COST:** Tuition fees are \$32.00 a month, (including student fees) payable 3 months in advance.

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# MEDICAL SECRETARIAL PROGRAM

## Individualized

The Douglas College Medical Secretarial Certificate Program is designed to prepare students to become stenographers and secretaries in the offices of general practitioners and medical, surgical, obstetric and psychiatric specialists.

The program consists of the following subjects: Business English, Typewriting, Medical Terminology, Medical Office Procedures, and Medical Transcription.

**Admission requirements:** 1. Typing speed of 35 words per minute (typing test to be arranged by the instructor) 2. a) Nelson-Denny Reading Test b) Interview with the instructor. The program is open to men and

women.

The self-learning, self-paced concept is encouraged through the use of individual modules in the courses. Group seminars and workshops will be held periodically throughout the course.

**DURATION:** The program will last approximately eight months, depending on the individual student's proficiency.

**COSTS:** Tuition fee is \$32.00 (includes \$2.00 student fee) per month, payable three months in advance. Costs for books, supplies, etc. will be approximately \$30.00.

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# MUSICAL INSTRUMENT REPAIR TECHNICIAN PROGRAM

A new program designed to provide students with the techniques for repairing Brasswind and Woodwind Musical Instruments. The first semester is concerned with all the problems affecting the playing condition of Musical Instruments, the tools used for repair work and the methods utilized. The first semester is a prerequisite to advance into the second semester, where students are introduced to the more complex problems of damaged instruments and given the responsibility of

repairing instruments accepted from local bands and musicians. Students are introduced to the techniques of Brasswind and Woodwind instruments and will be required to reach a certain practical ability on each instrument.

It is an advantage to have a good musical background and be mechanically inclined. An introduction to the business world is given through lectures on shop planning and business procedures.

Participation in an interview to determine suitability for training is

required and enrollment in the program is limited.  
**DURATION:** This program begins in September and is two semesters long.  
**COSTS:** Tuition fee is \$137.00 (including student fee) per semester.  
**Application deadline for this program is June 30. Early application is recommended.**

Course	Descriptive Title	Credits
<b>SEMESTER I</b>		
MIR 100	Basic Woodwind Repair Techniques	6

MIR 110	Basic Brasswind Repair Techniques	6
MIR 120	Basic Business Practices & Shop Planning	2
MIR 130	Woodwind Techniques	2
MIR 131	Brasswind Techniques	2

<b>SEMESTER II</b>		
MIR 200	Comprehensive Woodwind Repair Techniques	6
MIR 210	Comprehensive Brasswind Repair Techniques	6
MIR 220	Comprehensive Business Practices & Shop Planning	2

## BASIC NURSING PROGRAMS

Basic nursing to the levels of Registered Nurse and Registered Psychiatric Nurse is offered. Consistent with the concept of a career ladder, all nursing students take the same first year courses. This first year program, the Practical Nurse level, is divided into 3 semesters, each 4 months in length.

Students may choose to exit at the Practical Nurse level, and if desired, return at a later date to continue their nursing education. Or, students may choose to continue into the second year program indicated at the time of initial registration—Registered Nursing or Registered Psychiatric Nursing. At the present time, both of these second year programs involve an additional 3 semesters, each 4 months long. At the end of 2 years, students should be eligible to write provincial Registration examinations for Nursing or Psychiatric Nursing.

Nurses presently licensed as Practical Nurses or registered as Psychiatric Nurses may apply to challenge the first year of the program and gain admission directly into the second year programs. R.N.'s may apply for admission to the second year Psychiatric Nursing Program.

The content of the nursing courses has been organized into learning packets with an emphasis on independent study.

Admission requirements for the nursing programs are currently under revision. Contact the Admissions Department for information.

Students wishing to transfer to the School of Nursing at the University of British Columbia should check the UBC calendar regarding block transfer possibilities.

Deadline for applications to the nursing program is April 1st of each year.

### Financial Aid

Special bursaries for students in the nursing program may be available through various departments of the Provincial Government. The Financial Aid office of Douglas College will have current information.

FIRST YEAR COURSES:			PROGRAM OPTIONS	
Course	Descriptive Title	Credits	RN	RPN
<b>SEMESTER I</b>				
NUR 100	Basic Nursing Theory I	3	X	X
NUR 101	Pharmacology for Nurses	1	X	X
NUR 110	Clinical Nursing for NUR 100	5	X	X
BIO 103	Human Biology	3	X	X
COM 205	Communication and English Skills	3	X	X
PSY 100	Basic Psychological Processes	3	X	X
OR				
SOC 125	Social Processes	3	X	X
<b>SEMESTER II</b>				
NUR 200	Basic Nursing Theory II	3	X	X
NUR 201	Pharmacology for Nurses	1	X	X
NUR 210	Clinical Nursing for NUR 200	6	X	X
HS 201	Health Promotion	3	X	X
BIO 203	Human Biology	3	X	X
SOC 125	Social Processes	3	X	X
OR				
PSY 100	Basic Psychological Processes	3	X	X
<b>SEMESTER III</b>				
NUR 300	Basic Nursing Theory III	3	X	X
NUR 310	Clinical Nursing for NUR 300	11	X	X

### SECOND YEAR—R.N.

Course	Descriptive Title	Credits
<b>SEMESTER IV</b>		
NUR 401	Nursing Theory IV	4
NUR 411	Clinical Nursing for NUR 401	6
HS 410	Dialogues II	1
SOC 280	Sociology of Health & Illness	3
<b>SEMESTER V</b>		
NUR 520	Nursing Survey	2
HS 510	Dialogues III	1
<b>TWO OF the following pairs:</b>		
NUR 501	Maternal Nursing	2
NUR 511	Clinical Nursing for NUR 501	3
<b>OR</b>		
NUR 502	Nursing of Children	2
NUR 512	Clinical Nursing for NUR 502	3
<b>OR</b>		
NUR 503	Mental Health Nursing	2
NUR 513	Clinical Nursing for NUR 503	3
<b>SEMESTER VI</b>		
<b>ONE OF the following pairs:</b>		
NUR 501	Maternal Nursing	2
NUR 511	Clinical Nursing for NUR 501	3
<b>OR</b>		
NUR 502	Nursing of Children	2
NUR 512	Clinical Nursing for NUR 502	3
<b>OR</b>		
NUR 503	Mental Health Nursing	2
NUR 513	Clinical Nursing for NUR 503	3
<b>Followed by:</b>		
NUR 690	Nursing Practicum	7

### SECOND YEAR—PSYCHIATRIC NURSING (RPN)

Course	Descriptive Title	Credits
<b>SEMESTER IV</b>		
NUR 450	Psychiatric Nursing Theory	4
NUR 451	Clinical Psychiatric Nursing (for NUR 450)	6
PSY 351	Abnormal Psychology for Mental Health Workers	3
HS 410	Dialogues II	1
SOC 280		3
<b>SEMESTER V</b>		
NUR 550	Mental Retardation Nursing	2
NUR 551	Clinical Psychiatric Nursing (for NUR 550)	3
NUR 555	Psychogeriatric Nursing	2
NUR 556	Psychogeriatric Nursing (Clinical for NUR 555)	3
NUR 560	Therapeutic Relationships	2
NUR 520	Nursing Survey	2
HS 510	Dialogues III	2
<b>SEMESTER VI</b>		
NUR 650	Psychiatric Nursing Theory	2
NUR 651	Clinical Psychiatric Nursing	15

# NURSING AIDE PROGRAM

The Nursing Aide Program began in January 1978 and is 16 weeks in length. This program is currently dependent on Government funding. Three programs are conducted each year. The number of students accepted into each class is 20, though plans are being made to increase enrollment beginning with the Summer Semester, 1979. Students who successfully complete the program will be prepared to work in Extended Care, Intermediate Care and Personal Care settings.

The admission requirements are as follows:

1. Ability to speak and understand English at an acceptable level.
2. Demonstration of reading and comprehension skills.
3. Achievement at an appropriate level of selected attitude tests.
4. Acceptable level of physical fitness.

Course	Descriptive Title	Credits
NUR 140	Nursing Aide Theory .....	4
NUR 142	Nursing Aide Practice .....	5
NUR 143	Nursing Aide Practicum .....	3
HS 140	Communication Skills in Health Care .....	2

Deadline for applications for admission to the Nursing Aide Program are as follows:

- For program beginning in January, the deadline to apply is November 1st each year.
- For program beginning in May, the deadline to apply is April 1st each year.
- For program beginning in September, the deadline to apply is July 1st each year.

## POST-BASIC NURSING PROGRAM

The Nursing Department of Douglas College has resumed administration of the two post-basic certificate programs—Psychiatric Nursing in the Community and Psychiatric Nursing Administration. Recent changes in the basic education programs of R.N.'s and R.P.N.'s necessitate that these post-basic programs be revised and updated in the future.

Provisions are being made for those nurses who have already taken courses toward the current certificate programs to complete the requirements before the existing programs are phased out. R.N.'s and R.P.N.'s enrolled in the existing programs are reminded that all program requirements must be completed by **August 31, 1980**.

The curriculum of these two programs is currently under review. When decisions have been made regarding the new programs, announcements will be made in the RNABC NEWS and the RPNABC THIS MONTH.

### PREREQUISITES:

- PSY 100 Basic Psychological Processes
- PSY 200 Areas & Applications of Psychology
- SOC 125 Social Processes

CAREER OPTIONS		Community Administration		
Course	Descriptive Title	Credits		
PBN 101	Trends and Practices in Psychiatric Nursing .....	3	X	X
SOC 280	Sociology of Health & Illness ....	3	X	X
PSY 350	Conceptual Framework of Abnormal Behavior .....	3	X	X
HUD 160	Interpersonal Communication and the Helping Process .....	3	X	X
	Elective .....	3	X	X
PBN 103	Psychiatric Nursing in the Community .....	3	X	
SOC 250	The Role of the Family in Society .	3	X	
	Elective Chosen from college calendar ...	3	X	
PBN 180	Post-Basic Community Psychiatric Nursing Practicum ...	6	X	
PBN 102	Ward Administration .....	3		X
OR				
BUS 450	Supervisory Management .....	3		X
PSY 340	Psychology of Organizations ....	3		X
	Elective Chosen from college calendar ...	3		X
TBA	Practicum .....	6		X

## OCCUPATIONAL INFORMATION ADVISOR PROGRAM

An Occupational Information Advisor performs a variety of tasks in educational and government agencies assisting career counsellors.

Occupational Information Advisors are paraprofessionals. Some of their tasks can be: drop in/or intake information, interviewing, academic advising, developing and maintaining a career resource centre (information on careers, programs, courses, job market information, educational and government institutions), conducting tours of the agency/institution, making referrals to counsellors or other institutions, ordering, administering and scoring of tests, assisting in student orientation, speaking, visiting groups and visiting secondary school students.

### Career Possibilities

The graduates could find employment as career counsellor assistants, educational planners, admissions advisors, employment interviewers, rehabilitation counsellors, personnel workers, and other similar jobs in educational government and non-profit agencies where career and educational counselling is offered.

### Enrollment Requirements and Procedures

In addition to the normal Douglas College Admission requirements, the following specific enrollment prerequisites also apply to this program:

1. Personal suitability:
  - maturity
  - good team skills such as flexibility, co-operation and supportive

participation

—adequate communication skills such as listening, empathy and warmth

—decision making skills

2. Two to five years of related experience in helping and information giving situations (paid work and/or volunteer).
3. Completed some course work in a post-secondary educational institution.
4. Oral and written fluency in English.
5. Demonstration of reading comprehension skills.
6. Participation in the selection process which includes an all day Orientation Workshop and an interview.
7. Complete an application form before November 1.

Enrollment in the program is limited to twenty students. College priorities apply. Early application is recommended.

**DURATION:** This program begins in January and is presently 21 weeks in length, including a six week field placement in a selected community agency. Since this program is under revision, it is possible that it may be extended to two full semesters by January 1980.

**COSTS:** Tuition fees are \$32.00 (includes \$2 student fee) per month, payable three months in advance, plus costs for books, supplies etc. of approximately \$100.00. For further information, consult a counsellor or educational planner on any campus of Douglas College or any Admissions Office.

# PARTSMAN/COUNTERMAN PROGRAM

## Individualized

The purpose of this curriculum is to provide the student with skills and knowledge in the subject area of becoming a Partsman/Counterman. The scope and depth of this program is what Douglas College considers to be appropriate for a student entering industry on a permanent level.

The major topics covered in the basic program include:

- PRT 100 Stock Handling Procedures
- PRT 101 Communications
- PRT 102 Business Machines and Terminology
- PRT 104 Standard Stock and Materials
- PRT 110 Parts Identification—Mechanical
- PRT 111 Parts Identification—Electrical
- PRT 120 Support Systems—Engines
- PRT 121 Support Systems—Electrical
- PRT 130 Chassis and Frame
- PRT 140 Catalogue—Applications
- PRT 150 Parts Identification—Sheet Metal
- PRT 160 Power Train
- PRT 170 Inventory

Hands-on shop experience is the basis from which skills are developed in the program. It should be noted that this program is developed around the individual needs of the student, and these needs will determine the actual length. The program is designed to accommodate past experience, in that credit and/or advancement will take place if a student can demonstrate learned skills plus the theoretical knowledge. This format will permit those students who have completed shop training in secondary schools to apply these credits to the College program.

The content has been organized into packaged modules to ensure maximum flexibility for "individualized" training. To accommodate this versatility in training, it will be essential for students interested in vocational training to apply as early as possible, so that previous experience can be evaluated for future accreditation.

**DURATION:** This program is offered Monday through Friday on a continuous intake basis. The estimated length of the program is approximately 4-6 months.

**COST:** Tuition fees are \$32.00 a month, (including student fees) payable 3 months in advance.

## RETAIL MERCHANDISING PROGRAM

Refer to Business Management program information for details.

## DIPLOMA OF ASSOCIATE IN SCIENCE

The diploma is granted after completion of the following requirements:

- i) 3 SUBJECTS from List A (a SUBJECT includes all the COURSES listed in parentheses after the subject name),
- ii) 2 additional courses from List B,
- iii) English 100: Expository Writing,
- iv) 3 subjects from List C
- v) 2 elective courses (any two 3-semester-credit courses),
- vi) 3 additional courses from List D

University-bound students should ensure they fulfill the requirements of the Degree Program when selecting courses for the Diploma.

**LIST C:**

- Biology (BIO 320, BIO 321)  
(BIO 322, BIO 323)
- Chemistry (CHE 310, CHE 410)  
OR (CHE 320, CHE 420)
- Geology (GEOL 321, GEOL 421)  
OR (GEOL 370, GEOL 470)
- Mathematics (MAT 231, MAT 321,  
MAT 421)
- Physics (PHY 320, PHY 421)  
OR (PHY 420, PHY 321)

**LIST D:**

- Courses of LIST B
- Courses of LIST C
- Mathematics (MAT 350)

- LIST A:**
- Biology (BIO 110, BIO 210)
  - Chemistry (CHE 110, CHE 210)
  - Geology (GEOL 120, GEOL 210)
  - Mathematics (MAT 120, MAT 131,  
MAT 220)
  - Physics (PHY 100, PHY 200  
with A or B)  
OR (PHY 110, PHY 210)

- LIST B:**
- Courses of LIST A
  - Astronomy (PHY 105,  
PHY 205)
  - Computing (MAT 190)
  - Construction (CON 130,  
CON 390)
  - Geology (GEOL 230)
  - Mathematics (MAT 150)

## THEATRE PROGRAM

This two-year program leads to the Diploma of Associate in Theatre Arts. Certain courses are transferable to the University of B.C. and the University of Victoria. Students should be aware, however, of the extremely limited transfer possibilities at UBC.

The program is designed to provide a sound basis for students who plan to pursue a career in theatre. Students will participate in College productions, and involvement with community theatre groups is encouraged.

An interview with the program convener is necessary for admission to the program. Interviews will be held the latter part of May. Interested students should call 521-4851.

Students intending to transfer to UBC or UVic. should be certain to confer with the Douglas College theatre convener or a counsellor.

Certain core courses in theatre will be required and students are

encouraged to choose electives that will contribute to their general knowledge in areas related to theatre.

**NOTE:** at the present time, the College is only able to offer the first year of the Theatre Program. As faculty and instructional resources become available, it is expected that second year courses will soon be added. Prospective students are requested to consult with a College Counsellor or the Director of Admissions prior to applying.

**PROGRAM**

Course	Descriptive Title	Credits
<b>SEMESTER I</b>		
THEA 105	History of Theatre—Greek, Roman, Medieval . . . . .	3
THEA 110	Basic Acting . . . . .	3



THEA 111	Basic Speech	2
THEA 140	Set Construction	3
THEA 171	Basic Movement	3
THEA 180	Play Production	3
	Elective	1-3
<b>SEMESTER II</b>		
THEA 106	History of Theatre—Early Tudor to End of Classicism	3
THEA 210	Intermediate Acting	3
THEA 211	Intermediate Speech	2
THEA 240	Set Design	3
THEA 271	Intermediate Movement	3
THEA 180 or 280	Play Production	3

<b>SEMESTER III (Proposed)</b>		
THEA 107	History of Theatre—Restoration to Modern	3
THEA 310	Senior Acting	3
THEA 311	Senior Speech	2
THEA 240	Set Design	3
THEA 371	Senior Movement	3
THEA 180 or 380	Play Production	3
	Elective	1-3
<b>SEMESTER IV (Proposed)</b>		
THEA 108	Theatre Seminar—Plays in Progress	3
THEA 410	Advanced Acting	3
THEA 411	Advanced Speech	2
THEA 150	Directing and Theatre Management	4
THEA 471	Advanced Movement	3
THEA 180 or 480	Play Production	3

## THERAPEUTIC RECREATION TECHNICIAN PROGRAM

This eleven month human service certificate program prepares the student to function in a wide variety of settings which offer therapeutic recreation services to children, adolescents and adults who are developmentally disabled—mentally, physically, emotionally and/or socially. As a paraprofessional, the graduate will implement therapeutic recreation programs on a one-to-one, small group or large group basis with client(s).

The program is offered for full-time students and commences at the beginning of spring semester and continues for three semesters. Each semester is fourteen week long. Approximately 50% of the course will be classroom related, the other 50% will be practicums in the field.

### Courses

The courses are listed below and a brief description of each can be found in the Course Description section of this calendar. Detailed course outlines are available for reading in the student services division on the New Westminster campus.

### Admission Requirements

Enrollment in the program is limited. In addition to the normal Douglas College admission requirements, the following specific enrollment prerequisites also apply to this program:

- a) completing a questionnaire
- b) a personal interview
- c) good physical health: verification of good physical health by submission of a medical certificate.

Applications must be submitted by November 30, each year. Once the applicant has submitted the application form and questionnaire, it is essential to keep Admissions aware of any changes in address, telephone

numbers or desire to withdraw from the program.

After participating in an interview, successful applicants will be contacted and advised of a program orientation meeting.

**DURATION:** This program begins in January and is 3 semesters long. Deadline date for application is November 1.

**COSTS:** Tuition fee is \$137.00 (including student fee) per semester. Cost of books, supplies, etc. is approximately \$50.00.

Course	Descriptive Title	Credits
<b>SEMESTER I</b>		
TRT 101	Orientation to Therapeutic Recreation	3
TRT 102	Human Growth and Development and Disabling Conditions	3
TRT 103	Self-Awareness, Group Dynamics, Communication	3
TRT 180	Practicum	4
HMS 100	Human Services—Introductory	3
<b>SEMESTER II</b>		
TRT 204	Therapeutic Recreation Process and Programming	3
TRT 205	Physical Activity Skills	6
TRT 280	Practicum	TBA
	Elective	3
<b>SEMESTER III</b>		
TRT 306	Administrative Practices	3
TRT 307	Social and Art Activity Skills	6
TRT 380	Practicum	TBA
	Elective	3

Curriculum and credits are subject to revision.

## URBAN AND REGIONAL PLANNING TECHNICIAN PROGRAM

Douglas College offers upgrading courses in the planning field during the fall and spring semesters. Planning assistants or technicians currently working at various levels of government, private agency or corporation, wishing to upgrade their skills in the specific areas described will find the courses of practical benefit.

In addition to being applicable to general planning areas, including the rational use of both natural and human resources, the courses are directly applicable to related fields such as forestry, geology, agriculture, real estate and land use management.

The emphasis of the courses will be on practical, job specific upgrading, utilizing specialists who have extensive work experience.

Courses offered:

Course	Descriptive Title	Credits
GEOG 145	Municipal Law for Planning Assistants	3
GEOG 146	Local Area Planning	3
GEOG 147	Sub-Division Planning	2
GEOG 148	History and Theory of Urban and Regional Planning	3
GEOG 149	Planning Data Collection and Analysis	3
GEOG 175	Air Photo Interpretation	3
GEOG 176	Remote Sensing	1
GEOG 177	Cartographic Techniques	3

For further information on the above courses please consult the Geography course descriptions in this calendar.

## VOCATIONAL SERVICES WORKER CITATION PROGRAM

The Douglas College Vocational Service Worker Citation Program is designed as an upgrading program for individuals working in a wide range of adult vocational services which encompass developmental and rehabilitative programs.

The program provides the student with a broad view and understanding of human service systems, the helping process and the principles of normalization. Optional courses within the citation program provide the student with a foundation in knowledge and skills required in the

habilitative or rehabilitative aspects of adult vocational services.

The Citation will be awarded upon completion of the following courses worth fifteen credits. Courses will be offered on an evening or swing-shift basis. Eligibility to enroll in the courses is based on part-time or full-time employment in the field of adult vocational services.

Douglas College is planning to offer courses leading to a certificate (30 credits) with emphasis on vocational services. The Citation program is the first step in this process.

Course	Descriptive Title	Credits
HMS 164	Vocational Services Process	3
HMS 101	Behaviour Management	3

Students must take the above two courses and three of the following four to complete the Citation requirements.

HMS 154	Effective Production Skills in Vocational Settings	3
HMS 144	Counselling Techniques/Intervention Skills	3
HMS 134	Medical Implications/Causation and Effect	3
HMS 102	Community Resources	3
<b>TOTAL</b>		<b>15</b>

For further information on the above courses please consult the Human Services course descriptions in this calendar.

## WELDING 1 PROGRAM Individualized

The purpose of this curriculum is to provide a student with the skills and knowledge so that he becomes a complete welder upon successful completion of all the welding courses. The student must develop the necessary habits concerning safety and the proper use of time and materials necessary for a competent welder in today's market.

The major topics covered in the basic program include:

- a) Safety
- b) Arc Welding "Basic"
- c) Oxy-Acetylene Welding, Brazing, and Soldering
- d) Arc Welding Advanced
- e) G.M.A.W.—Gas, Metal, Arc Welding
- f) T.I.G.—Tungsten Inert Gas
- g) Advanced Theory Courses

The topics listed must be completed by all students who are working towards receiving a certificate from Douglas College.

Hands-on shop experience is the basis from which skills are developed in the program. It should be noted that this program is developed around the individual needs of the student, and these needs will determine the actual length. The program is designed to accommodate past experience, in that credit and/or advancement will take place if a student can

demonstrate learned skill, plus the theoretical knowledge. This format will permit those students who have completed shop training in secondary schools to apply these credits to the College program.

The content has been organized into packaged modules to ensure maximum flexibility for "individualized" training. To accommodate this versatility in training, it will be essential for students interested in vocational training to apply as early as possible, so that previous experience can be evaluated for future accreditation.

In addition to the normal Douglas College admission requirements, the following specific enrollment prerequisites also apply to this program:

- 1) Completed Grade X or have experience in welding
- 2) Must pass a general physical fitness certification
- 3) Must be able to follow instructions written in the Welding Program
- 4) Must be interviewed by the instructor before beginning the Welding Program

**Duration:** This program is offered Monday through Friday on a continuous intake basis. The estimated length of the program is—Basic Arc program: 5 months; Advanced Arc program: over extended period of time.

**Cost:** Tuition fees are \$32.00 a month (including student fees) payable 3 months in advance.

## PROGRAMS FOR WOMEN

The Douglas College Special Program Unit for Women provides a means of giving women students better access to and visibility in the college. It contains both a separate curriculum of credit and noncredit courses, and a service to women students in fostering appropriate delivery in college-wide activities.

### Women's Studies

Academic Women's Studies courses are part of the regular offerings of the designated disciplines, and may be used as part of regular university degree programs. Taken separately or in a package, these courses are offered for persons interested in:

- developing an awareness of general concerns of women, both historic and current.
- broadening their knowledge of the psychological, sociological, economic and other factors which contribute to women's roles in contemporary society.
- encouraging an appreciation of the contribution that women have made and do increasingly make to formal knowledge.

### Events for Women

Each semester Programs for Women offers noncredit courses in the fields of personal growth, skill development and information. Topics range from assertiveness, stress-management and problem solving, to budget management, car care, and selling skills. These courses tend to vary each semester with respect to location and subject, and are planned with the advice of community women, agencies, and the community representatives of the Program Advisory Board.

One-day women's conferences are an established tradition in the

Douglas College region. Some, like the 'Women in the Middle' Saturday series, offer one or two speakers for an in-depth workshop. Other, like the 'Options for Women' events, present a great number of speakers, workshops, displays and films on a variety of topics of interest to local women.

### Access Services for Women

The Douglas College Special Program Unit for Women is committed to increasing women's access to learning opportunities. This has resulted in our expanding range of services and courses including:

- transition courses for women needing to build confidence and/or skills before resuming their education.
- support and information groups for women already on campus.
- career exploration and information seminars for the woman wishing to re-enter employment.
- orientation courses for women seeking training in non-traditional careers.
- speakers for community groups desiring re-entry information for the potential mature student.
- women's information and career files on campus, in resource areas and in counselling centres.

### Brochures

Programs for Women puts out brochures and flyers to advertise its special events. To receive workshop/conference information or to be placed on the mailing list, please call the Co-ordinator of Programs for Women, 521-4851 or Continuing and Community Education, 525-9211.

# GENERAL STUDIES DIPLOMA PROGRAM

The General Studies Program at Douglas College has been designed as an alternative to both the career and university-transfer programs. It enables the student to design a framework for studies independent of occupational or university-transfer requirements.

Students may select any course(s) in the Calendar in which they are particularly interested and for which the prerequisites are met. Only some of the courses offer transfer credit to a university, to BCIT, or to a

professional society. Students will qualify for the Diploma of General Studies on completion of 60 credits.

One course specially designed for the new student seeking an overview of the world of knowledge is HUM 130 Frontiers of Thought.

For information on General Studies, please contact the Admissions Office, 588-6404.

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# COURSE DESCRIPTIONS AND UNIVERSITY TRANSFER PROGRAMS

## ACCOUNTING *f*

**ACC 100 Introduction to Accounting** **3 credits**  
A study of the theory and practice of accounting at an introductory level. The emphasis is more on understanding and using accounting information than on developing skills in the preparation of accounting information.  
Spring and fall semesters  
Prerequisite: None  
Lecture: 4  
No transfer credit  
\*NOTE: This course is designed to meet Accounting Profession standards.

**ACC 110 Principles of Accounting** **3 credits**  
The theory and practice of recording and reporting financial events for service and merchandising businesses, with consideration of accounting for property owned by businesses.  
Fall, spring and summer semesters  
Prerequisite: None  
Lecture: 4  
Transferable to UBC, SFU, CGA & RIA

**ACC 200 Financial Recordkeeping and Payroll Production** **3 credits**  
A detailed consideration of the monetary recording of routine business activities, combined with the production of payroll cheques and related records.  
Spring semester  
Prerequisite: None  
Lecture: 4  
No transfer credit

**ACC 210 Principles of Accounting** **3 credits**  
The theory and practice of appraising business progress in the light of previous plans, and safeguarding the rights and possessions of a business by means of the accounting process. Includes the analysis of financial statements, and appraisal of basic accounting theory with brief consideration of the manufacturing process.  
Spring and summer semesters  
Prerequisite: ACC 110

Lecture: 4  
Transferable to UBC, SFU, CGA, & RIA.

**ACC 310 Accounting Theory** **3 credits**  
A study of the more complex accounting techniques and principles at the intermediate level, with particular reference to the assets of the enterprise.  
Fall semester  
Prerequisite: ACC 210  
Lecture: 4  
Transferable with ACC 410 to CGA, RIA

**ACC 320 Cost Accounting** **3 credits**  
Principles and practice of essential records and methods of arriving at materials, labor, and manufacturing expense costing. Job, process, and standard costing. Budgeting, distribution, and differential costing.  
Fall semester  
Lecture: 4  
Transferable with ACC 420 to CGA, RIA

**ACC 410 Accounting Theory** **3 credits**  
The study of the more complex accounting techniques and principles at the intermediate level, with particular reference to the liabilities and ownership of the enterprise.  
Spring semester  
Prerequisite: ACC 310  
Lecture: 4  
Transferable with ACC 310 to CGA, RIA

**ACC 420 Cost Accounting** **3 credits**  
An examination of non-manufacturing costs, capital budgeting, inventory costing, and the cost of service departments. Joint products and by-products also considered, together with process costing.  
Spring semester  
Prerequisite: ACC 320  
Transferable with ACC 320 to CGA, RIA

## ADULT BASIC EDUCATION *f*

### ADULT BASIC EDUCATION LEVEL 2 PROGRAM

**ABE 200 Functional Language Skills for Adults** **5 credits**  
Self-paced individualized program covering basic skills in writing and reading. Includes word study, spelling, functional sentence structure, functional paragraph structure, reading to Grade 8 equivalency. Completion of ABE 200 gives a Grade 8 equivalency in English as a prerequisite to some vocational courses. Average hours for completion of course: 200.

**ABE 210 Basic Arithmetic** **5 credits**  
An individualized course that covers the fundamental operations of basic arithmetic (whole numbers, fractions, decimals, percentages), and applies the arithmetic to practical problems. Completion of Basic Arithmetic gives Grade 8 equivalency in Math. Average hours for completion of course: 200.

### ADULT BASIC EDUCATION LEVEL 3 PROGRAM

**ABE 300 Applied Language Skills for Adults** **5 credits**  
Self-paced individualized program covering review of basic skills, job application skill (resume, covering letters, application forms), skills in career research, contextual paragraph writing, business English skills, functional essay-writing and reading to Grade 10 level on standardized kits (SRA and RFU). Completion of ABE 300 gives Grade 10 equivalency in English as a prerequisite to some vocational courses.

**ABE 310 Consumer Arithmetic and Mathematics** **5 credits**  
An individualized course which deals with arithmetic in everyday life, and introduces the student to some general fields of mathematics. It includes: consumer arithmetic, measurement (British and metric), perimeter, area and volume, geometry, graphing, integer and rational numbers, algebra. Completion gives Grade 10 equivalency in Math as prerequisite for further vocational training. Average hours for completion of course: 200.

**ABE 320 Operations of Science** **3 credits**  
A partially self-paced course designed to introduce the student to ways of thinking commonly used in the sciences. Students will work in small groups through a series of activities which will illustrate and provide practice in these ways of thinking.

### ADULT BASIC EDUCATION LEVEL 4 PROGRAM

**ABE 400 Creative Language Skills for Adults** **5 credits**  
Self-paced, individualized program covering contextual word usage, creative sentence structure, contextual paragraph writing, formal research paper writing, critical reading, public speaking and two option units determined by student needs. Completion of ABE 400 gives a Grade 12 equivalency in English, prerequisite to some vocational courses. Average hours for completion of program: 200.

**ABE 410 Vocational Technical Mathematics** **5 credits**  
An individualized course that covers the basic rules and operations of algebra, with the object of manipulating and solving equations and formulas for their unknowns. Includes: polynomial operations, factoring, number forms, equations, graphing, formulae, algebraic problems, simple and compound interest, and option of trigonometry or bookkeeping. Completion gives Grade 12 equivalency in Math for certain vocational training. Average hours for completion of program: 200.

**ABE 420 Applied Science II** **5 credits**  
A self-paced course in more formal aspects of Science. The student will concentrate on one area of science—biology, chemistry, physics, psychology or engineering concepts—for the majority of his work, and will introduce himself to one other area. Successful completion of any seven units is necessary for Grade 12 equivalency in Science. Average completion time: 200 hours

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## AGRICULTURE—LANDSCAPE DEVELOPMENT

**AGR 100 Orientation To The Landscape Industry—Individualized**  
Educational opportunities at Douglas, careers in Landscaping, professional organizations and history of the industry.

**AGR 101 Soils—Individualized**  
The physical and chemical properties of soils as influenced by parent material, climate, topography, biosphere and time. Plant growth as related to the effects of soil management and conservation.

**AGR 120 Landscape Design—Individualized**  
Basic landscape drafting practices, sheet composition and dimensioning.

**AGR 121 Landscape Construction—Individualized**  
Interpretation of working drawings, planning and scheduling of construction. Must be prepared to work on outdoor projects in all types of weather.

**AGR 122 Landscape Maintenance—Individualized**  
Soils, water, plant nutrition, weed control, pruning, principles and the handling and safety of agricultural pesticides.

**AGR 123 Turf Grass Maintenance—Individualized**  
Module covers maintenance calendar, mowing, watering, fertilizing turf, aeration, weed control and disease control.

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## ANTHROPOLOGY

Anthropology is the study of man, emphasizing a cross-cultural and comparative approach. The discipline attempts to trace the physical evolution of man and the development of culture, to study cultural traits as they occur in diverse societies, and to provide in-depth studies of specific cultures.

A basic background in anthropology is a valuable addition to the general knowledge of all persons engaged in social service, or in public-policy activities and careers.

Students who intend to proceed to university and major in anthropology can transfer to UBC, SFU or U.Vic. Those intending to transfer to UBC should take ANT 100, plus one of ANT 111, 112, 130, 140 or 200. This will be considered equivalent to UBC's prerequisite course, Anthropology 200. Students are permitted to take two additional courses in anthropology (to a maximum of 12 credits) for credit within the Department of Anthropology and Sociology at UBC. If further courses are taken, they are transferable to the university, but not within the department.

Students transferring to SFU should note that anthropology and archaeology are divided at that institution. Douglas courses ANT 100, 120, 130, 150, 191 and 200 transfer to the Department of Anthropology and Sociology, while ANT 111, 112, 190 and 210 transfer to the Department of Archaeology. Students wishing to major in anthropology should take ANT 100, while those wishing to take further courses in archaeology should take ANT 111 and 112.

ANT 100, 111, 112 and 120 are normally given in both the spring and fall semesters, although not necessarily on each campus. ANT 130, 140, 150, 200 and 210 are not necessarily given each semester. ANT 190 and 191 are field courses, to be given only occasionally and only in the summer.

**ANT 100 Social and Cultural Anthropology** **3 credits**  
An introduction to the aims and concepts of anthropology; man and culture, cultural evolution, culture and personality, preliterate cultures and institutions.  
Spring and fall semesters  
Prerequisite: None  
Lecture: 4  
Transferable to UBC, SFU and UVic

**ANT 111 Introduction to Physical Anthropology** **3 credits**  
This course surveys the scope, goals, and major discoveries of physical anthropology, dealing particularly with man's biological evolution, primate background, and present physical diversity.  
Spring and fall semesters  
Prerequisite: None  
Lecture: 2 x 2  
Transferable to UBC, SFU and UVic

**ANT 112 Introduction to Archaeology** **3 credits**  
This course deals with the goals and techniques of archaeologists investigating the prehistoric past. While examples will be drawn from around the world, the focus will be on the development of culture in the Old

World, particularly Europe, from earliest evidence to the beginnings of city life.

Spring and fall semesters  
Prerequisite: None  
Lecture: 2 x 2  
Transferable to UBC, SFU and UVic

**ANT 120 The Indians of B.C.** **3 credits**  
This course is a study of the native inhabitants of B.C. from the time of historic contact to the present. Emphasis will be placed on both the traditional society, particularly its art form, and on certain problems of contemporary Indian society.  
Spring and fall semesters  
Prerequisite: None  
Lecture: 2 x 2  
Transferable to UBC, SFU and UVic

**ANT 130 The Anthropology of Religion** **3 credits**  
An introduction to a comparative study of religious institutions, focusing on several selected ethnographic examples. The role of religion in society and various anthropological approaches to the study of religion will be considered.  
Spring and fall semesters  
Prerequisite: None  
Lecture: 2 x 2  
Transferable to UBC, SFU and UVic

**ANT 140 Culture and the Environment** **3 credits**  
An ecological approach to social organization and social structure. The influence of the environment upon kinship, and upon religious, political, and economic systems.  
Spring or fall semesters  
Prerequisite: None  
Lecture: 2 Seminar: 2  
Transferable to UBC, SFU and UVic

**ANT 150 Anthropology of Women** **3 credits**  
An application of the concepts of social anthropology to the analysis of the status and roles of women in a number of contrasted cultures and social classes throughout the world.  
Spring or fall semesters  
Prerequisite: None  
Lecture: 2 Tutorial: 2  
Transferable to UBC, SFU and UVic

**ANT 190 Archaeological Field Studies** **3 credits**  
This is a field course in archaeology. The emphasis will be on the techniques of archaeological excavation, but some time will be spent on archaeological theory and the broad pattern of B.C. prehistory.

Summer semester  
Prerequisite: None  
Field experience: 35 hours per week for 6 weeks  
Transferable to UBC, SFU and UVic

**ANT 191 Anthropological Field Studies 3 credits**

A field course in cultural anthropology. The course is designed to introduce students to the culture and environment of a selected area, its geography, past and present populations, and the general ecology of the area.

Summer semester  
Prerequisite: ANT 100 or 120  
Field experience: equivalent to a minimum of 64 hours  
Transferable to SFU, UBC being determined

**ANT 200 Theoretical Perspectives in Social Anthropology 3 credits**

This course entails an examination of the most important contributions

made to the development of theories of man and culture by anthropologists in the past and also reviews current trends in the theory and practice of social anthropology.

Spring and fall semesters  
Prerequisite: ANT 100  
Lecture: 4  
Transferable to UBC and SFU

**ANT 210 New World Prehistory 3 credits**

An application of the principles and concepts of archaeology to a survey of prehistoric New World cultures, with particular emphasis on western and northern North America.

Prerequisite: Either/and ANT 111 or 112  
Lecture: 2 x 2  
Transferable to UBC, SFU and UVic

**ART-VISUAL 30**

**Transfer information:**

Students wishing to continue studies in fine arts at UBC will be asked to submit folios showing the type of background acquired. They will then be fitted into UBC's program on an individual basis. However, they should be aware of the extremely limited intake at the UBC department. Transfer depends on acceptance of the student's portfolio and on successful completion of the following courses at Douglas:

**DOUGLAS COLLEGE COURSES**

ART 100, 110, 130, 131, 140,  
141, 142, 263 (any two)  
ART 120, 121  
ART 164, 200, 210, 230, 310,  
330, 400, 410, 411, 430  
(any four)  
ART 300, 400  
ART 122

**UBC COURSES**

Fine Arts 181 (3 units)  
Fine Arts 125 (3 units)  
  
Fine Arts 281 (6 units)  
Fine Arts 201 (1½ units)  
Fine Arts (1½ units) unassigned

**DOUGLAS COLLEGE COURSES**

ART 100, 163  
ART 120, 121  
ART 200, 300  
ART 210, 310  
ART 131, 231  
ART 140, 141, 142  
ART 130, 134, 230, 330, 430  
  
ART 122, 222

**UNIVERSITY OF VICTORIA**

Art 100 (3 units)  
History in Art 120 (3 units)  
Art 200 (3 units)  
Art 210 (3 units)  
Art 220 (3 units)  
Art 230 (3 units)  
Art 100 level unassigned  
(3 units)  
History in Art 100 level  
unassigned (3 units)

The following courses are transferable to SFU as unassigned credit: ART 100, 110, 120, 121, 122, 130, 131, 140, 141, 142, 163, 164, 200, 210, 222, 230, 231, 300, 310, 330, 400, 410, 430.

More information on transferability of Douglas courses to UBC may be found in the course descriptions section of this Calendar, under VISUAL ART.

**ART 100 Drawing I 3 credits**

An introduction to drawing in all common media, both wet and dry. Includes still-life drawing and basic human anatomy, and is a requirement of all first-year students in the art transfer and painting or craft diploma programs. It is a prerequisite for other courses in drawing and painting. May be taken as an elective.

Spring and fall semesters  
Prerequisite: None  
Laboratory: 6  
Transferability: See detailed transfer information above

**ART 110 Painting I 3 credits**

An introduction to basic media and methods, including water color, gouache, oil and acrylic paint; and various grounds such as canvas, board, paper, etc. Also introduces pictorial composition. Required of all first-year students in art transfer and painting or craft diploma programs, and is a prerequisite for sequential painting courses.

Fall semester, or on sufficient demand  
Prerequisite: or corequisite: ART 100  
Laboratory: 6  
Transferability: See detailed transfer information above

**ART 120 History of Western Art to 16th Century 3 credits**

Provides broad general knowledge and understanding of the history of man as seen through his artistic production from cave art to the Renaissance.

**Fall semester**

Prerequisite: None  
Lecture: 4  
Transferability:  
UBC with ART 121 Fine Arts 125 (3 units)  
SFU 3 unassigned credits

**ART 121 History of Western Art: 16th to 20th Centuries 3 credits**

Provides broad general knowledge and understanding of the history of man as seen through his artistic production.

Spring semester  
Prerequisite: None  
Lecture: 4  
Transferability:  
UBC with ART 120 Fine Arts 125 (3 units)  
SFU 3 unassigned credits

**ART 122 History of Western Art: 1900 to 1915 [formerly ART 320] 3 credits**

A look at some rapidly changing 20th-century art forms, with special reference to principal movements and their exponents.

Fall semester  
Prerequisite: None  
Lecture: 4  
Transferability:  
UBC 1½ unassigned units in Art  
SFU 3 unassigned credits

**ART 130 Ceramics I 2 credits**

Clay explored as an expressive medium for utilitarian and decorative ends. Familiarization with studio tools and equipment, their use and care. Covers techniques of hand construction and wheel-work applicable to sculpture and pottery, as well as various glazing and decorating methods. Assignments directed to individual and class needs. Philosophic enquiries made into the inter-relationship of esthetics and function, and the implication of this art experience in terms of our contemporary world. Some assigned reading.

Spring and fall semesters, or on sufficient demand  
Prerequisite: None  
Lecture: ½ Laboratory: 2½  
Transferability: See detailed transfer information above

**ART 131 Figure Sculpture 3 credits**

The use of various sculpture media (including clay and plaster) explored to provide the student with skills and insights in the conception and creation of three-dimensional art.

Fall semester  
Prerequisite: None  
Laboratory: 5 Lecture: 1  
Transferability: See detailed transfer information above

**ART 134 Glaze Calculation 2 credits**

Explores the use of empirical atomic theory in the calculation of ceramic glazes. Many types of glazes developed at a variety of temperature ranges.

Spring and fall semesters, or on sufficient demand  
Prerequisite: None  
Laboratory: 2 Lecture: 1  
No transfer credit

**ART 140 Relief Printmaking 2 credits**

Printmaking explored as an expressive medium, commencing with an introduction to materials, studio, tools, and equipment. Some techniques of relief printing. Assignments directed to individual and class needs.

Fall semester  
Prerequisite: None  
Laboratory: 3 x 1  
Transferability: See detailed transfer information above

**ART 141 Art Silk Screen Techniques** 2 credits  
Silk screen explored as an expressive medium, commencing with tools and equipment. Basic and intermediate techniques covered by assignments directed to individual and class needs.  
Fall semester  
Prerequisite: None  
Laboratory: 3 x 1  
Transferability: See detailed transfer information above

**ART 142 Intaglio Printmaking** 2 credits  
Explores the area of metal plate printing and techniques in drypoint, engraving, etching. Use of specialized equipment covered throughout the term. Assignments directed to individual and class needs.  
Spring and fall semesters, or on sufficient demand  
Prerequisite: None  
Laboratory: 3  
Transferability: See detailed transfer information above

**ART 163 Fundamental Design Theory** 2 credits  
Familiarization with fundamental principles of design, with emphasis on their controlled application. Materials introduced as elements of design. Assignments made according to individual and class needs. Some assigned reading.  
Spring and fall semesters, or on sufficient demand  
Prerequisite: None  
Lecture: ½ Laboratory: 2½  
Transferability: See detailed transfer information above

**ART 164 Fundamental Color Design Theory** 2 credits  
Students learn common and useful color theories with emphasized controlled application, color identification, and color characteristics.  
Spring and fall semesters, or on sufficient demand  
Prerequisite: None  
Lecture: ½ hr. Laboratory: 2½ hrs.  
Transferability: See detailed transfer information above

**ART 170 Introduction to Weaving** 2 credits  
Fundamental forms of weaving, with a combination of traditional and contemporary forms of the craft. The student pursues projects and techniques using a variety of simple and basic looms.  
Spring and fall semesters, or on sufficient demand  
Prerequisite: None  
Laboratory: 2 Lecture: 1  
No transfer credit

**ART 171 Introduction to Fabric Arts** 2 credits  
Introduces structural techniques such as knotting and felting, and non-structural or enriching methods such as printing, batik, tie-dyeing, and applique. Emphasis on technique and proper use of equipment.  
Offered on sufficient demand  
Prerequisite: None  
Laboratory: 2 Lecture: 1  
No transfer credit

**ART 172 Fabric Art** 2 credits  
Includes certain batik techniques, e.g. paste resist, tie and stitch dyeing, dye spraying using paper stencils, fabric collage, and stitchery techniques.  
Offered on sufficient demand  
Prerequisite: None  
Laboratory: 3  
No transfer credit

**ART 200 Drawing II** 3 credits  
Provides an opportunity for further experiments in drawing in all common media, both wet and dry. Includes object drawing, life drawing, and a further study of basic human anatomy.  
Spring semester, or on sufficient demand  
Prerequisite: ART 100  
Laboratory: 6  
Transferability: See detailed transfer information above

**ART 210 Painting II** 3 credits  
Further exploration of all common media, including gouache, and oil and acrylic paint on various grounds. The students are enabled to expand their knowledge of pictorial composition.  
Spring semester, or on sufficient demand  
Prerequisite: ART 110  
Laboratory: 6  
Transferability: See detailed transfer information above

**ART 222 History of Western Art: 1945 to Present** 3 credits  
[formerly ART 420]  
Twentieth-century art forms are examined, with special reference to principal movements and their exponents.  
Spring semester

Prerequisite: ART 122  
Lecture: 4  
Transferability: See detailed transfer information above

**ART 223 History of Ceramics: Far Eastern Orient** 4 credits  
The student will explore the development of ceramic technologies, techniques, form and decoration of the Far Eastern Orient. The student will gain insights, understanding, and appreciation of the major pertinent cultures and periods which have special interest to the modern ceramist or potter. This course will be a combined lecture and practical studio experience enabling the student to assimilate the course content in a practical and meaningful way.  
Prerequisite: Minimum ART 130 or equivalent  
Lecture: 3 Laboratory: 3

**ART 230 Ceramics II** 2 credits  
Clay is further explored as an expressive medium for utilitarian and decorative ends. More defined techniques of hand construction and wheel-work covered as applicable. Glazing and decorating procedures are emphasized. Derivative design assignments enable students to gain fresh insights in ceramic form and applied design.  
Spring and fall semesters, or on sufficient demand  
Prerequisite: ART 130  
Laboratory: 3  
Transferability: See detailed transfer information above

**ART 231 Figure Sculpture** 3 credits  
A course in clay modelling, principally from the human figure. Casting techniques included to provide the student with skills and insights in the conception and creation of three-dimensional art.  
Spring semester  
Prerequisite: ART 131  
Laboratory: 2 x 3  
Transferability: See detailed transfer information above

**ART 263 Foundation of Design** 3 credits  
Basic instruction in techniques of composition, using principles of design such as balance, harmony, and basic color use. Designs and projects are related to natural forms and shapes. Students relate their work to themselves and to their present experience and environment.  
Fall semester  
Prerequisite: ART 163 or 164  
Laboratory: 6  
Transferability: See detailed transfer information above

**ART 300 Drawing III** 3 credits  
Further exploration of drawing in all common media, both wet and dry. Course includes object drawing, life drawing, and continued study of basic human anatomy.  
Fall semester, or on sufficient demand  
Prerequisite: ART 200  
Laboratory: 2 x 3  
Transferability: See detailed transfer information above

**ART 310 Painting III** 3 credits  
A further exploration of all common media, including gouache and oil and acrylic paint on various grounds. Enables the students to expand their knowledge of pictorial composition.  
Fall semester, or on sufficient demand  
Prerequisite: ART 210  
Laboratory: 6  
Transferability: See detailed transfer information above

**ART 330 Ceramics III** 2 credits  
A continuation of the exploration of ceramic techniques, decorative methods, materials, and design in greater depth.  
Spring and fall semesters, or on sufficient demand  
Prerequisite: ART 230  
Lecture: ½ Laboratory: 2½  
Transferability: See detailed transfer information above

**ART 363 Design** 3 credits  
This course is concerned with further rediscovery and development of capacities for constant lively perception through study and use of the visual structure of objects and materials, and the application of design principles applied to them.  
Spring and fall semesters, or on sufficient demand  
Prerequisite: ART 263  
Laboratory: 5 Lecture: 1  
No transfer credit

**ART 400 Drawing IV** 3 credits  
Further exploration in drawing in all common media, both wet and dry. Includes object drawing, life drawing, and continued study of basic human anatomy.  
Spring semester, or on sufficient demand  
Prerequisite: ART 300  
Laboratory: 6  
Transferability: See detailed transfer information above



**ART 410 Painting IV** 3 credits  
 Further exploration of all common media, including gouache and oil and acrylic paint on various grounds. Enables students to expand their knowledge of pictorial composition.  
 Spring semester, or on sufficient demand  
 Prerequisite: ART 310  
 Laboratory: 6  
 Transferability: See detailed transfer information above

**ART 430 Ceramics IV** 2 credits  
 A continuation of the exploration of ceramic techniques, decorative methods, materials, and design in greater depth.  
 Spring and fall semesters, or on sufficient demand  
 Prerequisite: ART 330  
 Lecture: 1/2 Laboratory: 2 1/2  
 Transferability: See detailed transfer information above

## BIOLOGY g

The biology laboratory is operated on an open audio-tutorial system. Students taking a biology course should plan to spend five hours each week in the laboratory, but not necessarily at one time. They may spend one hour at a time in the laboratory to complete their requirement, and, when timetabling, should see that this time is made available. The times during which the laboratory will be open are posted at the entrance of each laboratory.

Those intending to transfer to a major or honors program in biology should take the following courses in first year:

SEMESTER I	SEMESTER II
BIO 110	BIO 210
CHE 110	CHE 210
MAT 120	MAT 220, 131
PHY 110	PHY 210

In each semester, any two of LIT 101 to 120; COM 100; THEA 100; CRW 100, 200.

SEMESTER III	SEMESTER IV
Chemistry 320	Chemistry 420

Students may take in any sequence, subject to the courses being offered, BIO 320, 321, 322, and 323. Those intending to transfer to third year at SFU or UBC with a biology major are advised to take at least two, and preferably all, of the above courses along with enough electives to accumulate 60 semester credits.

Students who require biology as a prerequisite to a professional school should consult the appropriate school's calendar or a counsellor.

**BIO 103 Human Biology I** 3 credits  
 An introduction to the study of anatomy and physiology of humans. The levels of organization in the human body are studied. The anatomy and physiology of the skeletal, muscular, circulatory and reproductive systems are studied. The development of the human is studied from fertilization to delivery.  
 Prerequisite: None  
 Laboratory: 3 Seminar: 2  
 No transfer credit

**BIO 203 Human Biology II** 3 credits  
 A continued study of the anatomy and physiology of humans. The anatomy and physiology of the respiratory, digestive, excretory, nervous and endocrine systems are studied. The nutrition of humans is studied.  
 Prerequisite: BIO 103  
 Laboratory: 3 Seminar: 2  
 No transfer credit

**BIO 210 Principles of Biology: The Organism** 5 credits  
 A study of life from the development of individual organisms to the structure and function of the cell.  
 Spring and fall semesters  
 Prerequisite: BIO 110 or permission of instructor  
 Laboratory: 5 Seminar: 2  
 Transferable to UBC with BIO 110, Biology 101 or 102, and SFU

**BIO 320 Genetics** 5 credits  
 The principles of heredity: transmission, exchange, mutation, and functioning of genetic material.  
 Prerequisites: BIO 110 and BIO 210, or permission of instructor  
 Laboratory: 3 Seminar: 2 Tutorial: 2  
 Transferable to UBC, SFU and UVic

**BIO 321 Cell Biology** 5 credits  
 A study of the ultrastructure and biochemistry of the cell.  
 Prerequisites: BIO 110 and BIO 210, or permission of instructor  
 Laboratory: 5 Seminar: 2  
 Transferable to UBC, SFU and UVic

**BIO 322 Ecology** 5 credits  
 A study of the interaction of organisms and their environment.  
 Fall semester  
 Prerequisites: BIO 110 and BIO 210, or permission of instructor  
 Laboratory: 5 Seminar: 2  
 Transferable to UBC, SFU and UVic

**BIO 323 Developmental Biology** 5 credits  
 A study of the processes of growth and development in plants and animals. Includes life cycles of organisms, processes in early development of plants and animals, regeneration, and the evolutionary aspects of development.  
 Prerequisites: BIO 110 and BIO 210, or permission of instructor  
 Laboratory: 5 Seminar: 2  
 Transferable to UBC, SFU and UVic

**BIO 110 Principles of Biology: The Biosphere** 5 credits  
 A study of life from the interaction of living organisms with one another and their physical environment to the anatomy and physiology of the individual.  
 Spring and fall semesters  
 Prerequisite: None  
 Laboratory: 5 Seminar: 2  
 Transferable to UBC with BIO 210, Biology 101 or 102 and SFU

## BUSINESS 34

**BUS 100 Business in Canada** 3 credits  
 A survey of the Canadian business scene: classification of business organizations and functional structures such as management, administration personnel, production, marketing.  
 Fall and spring semesters  
 Prerequisite: None  
 Lecture: 3 Seminar: 1  
 No transfer credit

Prerequisite: None  
 Lecture: 4  
 No transfer credit

**BUS 111 Small Business Management** 3 credits  
 For the person who will face the problems of running a business and of filling the roles of office manager, stockkeeper, salesman, and personnel manager. Examines day-to-day administration and over-all organization of the business entity (proprietorship, partnership, limited company).  
 Offered on sufficient demand

**BUS 112 Business Procedures for Interior Design** 3 credits  
 An examination of cost and time controls and procedures used in the interior design industry.  
 Fall semester  
 Prerequisite: None  
 Lecture: 2 Seminar: 2  
 No transfer credit

**BUS 121 Real Estate Law and Conveyancing** 3 credits  
 Designed to upgrade the skills of para-legal employees in regard to the practice of land law, the land registry system of B.C., and the preparation of

documents.  
Offered on sufficient demand  
Prerequisite: None  
Lecture: 2 Seminar: 2  
No transfer credit

**BUS 160 Social Housing — Purpose, Environment & Issues** 1½ credits  
A comprehensive view of the evolution, development and current state of social housing and the major problems and challenges posed for management.

Offered on sufficient demand  
Prerequisite: by permission  
Lecture: 1 Seminar: 1  
No transfer credit

**BUS 161 Social Housing — Management Functions & Techniques** 1½ credits

Basic management functions and their application to social housing with consideration of selected management models.

Offered on sufficient demand  
Prerequisite: BUS 160  
Lecture: 1 Seminar: 1  
No transfer credit

**BUS 162 Housing Management — Human Relations & Organizational Communications** 3 credits

The complexities of interpersonal and group relations and the problems of human communications within the tenant/management context and fundamentals of written communications.

Fall semester  
Prerequisite: by permission  
Lecture: 2 Seminar: 2  
No transfer credit

**BUS 163 Housing Management — Financial Systems & Procedures** 1½ credits

Basic tools of financial management considered as planning and controlling devices for housing management.

Fall semester  
Prerequisite: by permission  
Lecture: 2  
No transfer credit

**BUS 164 Housing Management — Administrative Systems & Procedures** 1½ credits

Basic techniques and principles of efficient office administration including methods of processing data, flow charting and computer systems and applications as related to housing management.

Fall semester  
Prerequisite: by permission  
Lecture: 2  
No transfer credit

**BUS 170 Office Systems and Equipment** 3 credits

Methods of processing data through a business firm, the equipment commonly used, and the design of business forms.

Fall semester  
Prerequisite: None  
Lecture: 2 Laboratory: 2  
No transfer credit

**BUS 171 Basic Typewriting** 3 credits

An individual self-taught learning program designed for students to develop the skill of touch typewriting to a speed of about 30 w.p.m. at their own pace.

Fall semester  
Prerequisite: None  
Laboratory: 3 Student Directed Learning: 3  
No transfer credit

**BUS 200 Fundamentals of Business** 3 credits

An introduction to modern business: basic concepts and techniques of organization; focus on business problems and situations in extractive, process, manufacturing, and service industries. The emphasis is on managerial analysis and decision-making. Involves student participation of a research, analytical, and evaluative nature.

Fall and summer semesters  
Prerequisite: None  
Lecture: 2 Seminar: 2  
Transferable to UBC and SFU

**BUS 201 The Business Profession — Seminar** 1½ credits

This seminar course brings professional businessmen face-to-face with students in a series of weekly meetings. Diverse business fields (e.g. forest products, mining, transportation, retailing) and many executive functions (e.g. marketing, finance, sales, personnel) are represented. Professional problems, goals, decision processes, and strategies are discussed by the practitioners.

Spring semester  
Prerequisite: None  
Lecture: 1 Seminar: 1  
No transfer credit

**BUS 210 Management Essentials** 3 credits

Managerial principles and methods: allocation of priorities to company's objectives and responsibilities; framing of policy, tasks of planning, organizing, staffing, and controlling the work of others to achieve objectives. Particular attention given to quantitative methods as managerial tools.

Fall and spring semesters  
Prerequisite: 2nd semester standing or permission of instructor  
Lecture: 4  
Transferable to SFU

**BUS 221 Corporate Records** 3 credits

General review of the nature of a corporation and the B.C. Companies Act including a brief but relevant historical background. A more detailed examination of incorporation documents including post incorporation and matters connected therewith.

Offered on sufficient demand  
Prerequisite: None  
Lecture: 2 Seminar: 2  
No transfer credit

**BUS 260 Housing Management — Legal Aspects** 3 credits

Basic principles of law relating to housing management and landlord-tenant relations with examination of pertinent statutes.

Spring semester  
Prerequisite: By permission  
Lecture: 2 Seminar: 2  
No transfer credit

**BUS 261 Housing Management — Supervisory Techniques** 1½ credits

Basic techniques of effective supervision of housing project employees including study of the application of a collective agreement.

Offered on sufficient demand  
Prerequisite: By permission  
Lecture: 1 Seminar: 1  
No transfer credit

**BUS 262 Housing Management — Maintenance Systems & Procedures** 1½ credits

Basic routine and preventative physical maintenance systems including consideration of fire and safety procedures, purchasing and inventory control.

Spring semester  
Prerequisite: By permission  
Lecture: 1 Laboratory: 1  
No transfer credit

**BUS 270 Office Systems Analysis** 1½ credits

The inter-relationship of basic business functions and introduction to an organization and methods approach to the study and design of office systems. Such subjects as data collection, office layout, process charting and evaluation of equipment will be included. Students will design and document one complete office system.

Spring semester  
Prerequisite: BUS 170 or by permission  
Lecture: 2 Laboratory: 1  
No transfer credit

**BUS 271 Advanced Typewriting** 3 credits

A continuation of typing training with emphasis on increasing speed and accuracy. Students become proficient in typing more complex materials and assignments.

Spring semester  
Prerequisite: BUS 171  
Laboratory: 3 Student Directed Learning: 3  
No transfer credit

**BUS 320 Business Law I** 3 credits

A general review of the meaning, sources, and administration of commercial law, plus a more detailed examination of the law of contract with particular reference to business situations.

Fall, spring and summer semesters  
Prerequisite: None  
Lecture: 2 Seminar: 2  
Transferable to CGA and RIA

**BUS 330 Business Mathematics** 3 credits

Basic computation and algebra. Mathematics of finance: interest, discounts, annuities, elementary probability theory.

Fall and spring semesters  
Prerequisite: B.C. Math 11 or MAT 102  
Lecture: 4  
Transferable to CGA and RIA

**BUS 340 Basic Business Finance** 3 credits  
The function of a finance in business: management of assets and the need for funds, analysis of past financing and future funding needs, short-term and long-term funding analysis, and decision-making. Involves student participation of an analytical and evaluative nature.  
Fall semester  
Prerequisite: ACC 100 or 110  
Lecture: 4  
No transfer credit

**BUS 341 Personal and Consumer Finance** 3 credits  
An introduction to planning and decision-making techniques to serve short-term and long-term personal financial objectives. Emphasis is on budgeting, effective use of credit, insurance, investments, estate planning, and methods of pertinent financial calculations.  
Fall semester  
Prerequisite: None  
Lecture: 4  
No transfer credit

**BUS 350 Personnel Practices and Administration** 3 credits  
For students with little or no experience in a supervisory business or industrial setting. Attention directed to problems involved in the maintenance of an efficient work force: human behavior in organizations, personnel programming, job analysis and evaluation, wage and salary administration, personnel recruitment and development, evaluation procedures, fringe benefits.  
Fall and spring semesters  
Prerequisite: None  
Lecture: 4  
Transferable to RIA

**BUS 420 Business Law II** 3 credits  
A study of legislation on taxation, labor relations, combines, monopolies, insurance negotiable instruments, banks and other financial institutions.  
Spring semester  
Prerequisite: BUS 320  
Lecture: 4  
Transferable to CGA and RIA

**BUS 430 Business Statistics** 3 credits  
An introduction to business statistics, directed to the following topics: statistical collection and presentation of data; central tendencies; dispersions; simple regression; correlation; frequency distributions; probability and normal distributions; inference and forecasting; time series. Also sampling and sampling distributions; quality control; decision-making; estimation; tests of hypotheses; problems of prediction; planning business research; elementary operations research; Monte Carlo method; Chi-square.  
Fall semester  
Prerequisite: BUS 330  
Lecture: 4  
Transferable to CGA and RIA

**BUS 440 Security Analysis and Investment** 3 credits  
Techniques of security and investment risk analysis, including examination of functions and operations of security markets, their methods of price determination, and essentials of portfolio growth and management.  
Spring semester  
Prerequisite: BUS 340 or permission of instructor  
Lecture: 2 Seminar: 2  
No transfer credit

**BUS 441 Money and Financial Institutions** 3 credits  
An introduction to the process of financial intermediation, including the role of money and money substitutes; money supply and creation of credit; functions and practices of chartered banks, non-bank financial institutions, and the Bank of Canada; regulation of the banking system; and determination of interest rates.  
Spring semester  
Prerequisite: BUS 341  
Lecture: 4  
No transfer credit

**BUS 442 Credit and Collections** 1½ credits  
Basic consumer and commercial credit management including study of the role of credit, federal and provincial legislation governing credit transactions, types of credit instruments, credit policy and control, and collection techniques.  
Spring semester  
Prerequisite: None  
Lecture: 2  
No transfer credit

**BUS 450 Supervisory Management** 3 credits  
Designed to give both first-level and second-level supervisors in industry, commerce, and social agencies a broader understanding of the theory and practice of fundamentals of supervision; and of the supervisor's responsibilities as a leader, implementer of ideas, co-worker, subordinate, and mediator.  
Spring and fall semesters  
Prerequisite: None  
Lecture: 4  
No transfer credit

**BUS 451 Industrial Relations**  
A survey of the Canadian labor scene: impact of trade unions on industry and commerce; union objectives; employer organizations and labor unions as institutions; existing labor legislation and trends; collective bargaining and labor-management relations; mediation and arbitration. The course is largely directed to current events, particularly in B.C.  
Spring semester  
Prerequisite: None  
Lecture: 4  
No transfer credit

**BUS 455 Personnel Management** 3 credits  
An analytical approach to application of organizational theory, and to the evaluation of the personnel process—including an examination of factors and influences affecting policies and organizational effectiveness. An appraisal of current practices, current research and future trends.  
Prerequisite: BUS 350  
Lecture: 2 Seminar: 2  
No transfer credit

**BUS 470 Business Simulation** 1½ credits  
A business-management computer simulation game that enables students to make period-by-period operating and planning decisions in a competitive environment covering the major functional areas of production, marketing, personnel, and finance.  
Spring semester  
Prerequisite: Fourth-semester standing  
Laboratory: 2  
No transfer credit

## CHAIRSIDE DENTAL ASSISTING—BASIC

**CDA 110 Basic Dental Sciences** 7 credits  
The student will know basic and dental sciences necessary for meeting patient needs.  
Prerequisites: None  
Lecture: 7 Student Directed Learning: 5  
No transfer credit

**CDA 120 Clinical Dental Skills** 5 credits  
The student will (a) develop an understanding of the uses and maintenance of the materials, equipment and installations used by the dentist (b) establish standards of assistance as required by the practicing dentist.  
Prerequisites: None  
Lecture: 5 Laboratory: 5 Clinic: 10  
No transfer credit

**CDA 130 Business Skills for the Dental Practice** 1 credit  
The student will apply principles of dental practice management. The

student will (a) develop an understanding of office management techniques, (b) perform accounting and banking procedures.  
Prerequisites: None  
Lecture: 1  
No transfer credit

**CDA 131 Practice Management** 1 credit  
The student will apply principles of dental practice management.  
Prerequisites: None  
Lecture: 1  
No transfer credit

**CDA 140 Communication Skills in Dental Assisting** 1 credit  
This course will emphasize effective communication and interpersonal relationships with patients and with members of the dental team.  
Prerequisites: None  
Lecture: 1  
No transfer credit

**CDA 160 Intra-Oral Procedures** 10 credits  
The student will perform intra-oral procedures as designated by the Dental Act of B.C. for certified dental assistants under supervision of a dentist.

Prerequisites: Completion of 30 semester hours in Basic Dental Assisting  
Lecture: 10 Clinic: 25  
No transfer credit

## CHEMICAL DEPENDENCY WORKER—SEE HUMAN SERVICES

### CHEMISTRY 9

The chemistry department offers a pre-college course, CHE 104, and first-year university transfer courses to UBC, SFU and UVic namely, CHE 105, CHE 110 and CHE 210.

Students intending to transfer into the second year of a university program are advised to refer to the appropriate university calendar for the specific course requirements. To obtain credit for the first year in the Faculty of Science at UBC the following courses are required: CHE 110 and 210, PHY 110 and 210 (or PHY 100 and 200) and MAT 120, 220 and 131. (Some optional courses are also required to complete the first year).

Mathematics is a requirement in many university programs and most chemistry courses offered at the college require mathematics prerequisites. For this reason students are advised to consider carefully the sequence of math and chemistry courses taken. The following sequence is suggested to permit a student to progress smoothly through chemistry and mathematics in the minimum number of semesters. Students should start at the level consistent with their previous experience.

a) Students with no previous chemistry and little mathematics should take CHE 104 and MAT 103.

b) Students with Chemistry 11 and Math 11 (or the courses in (a) above) should take CHE 105 and MAT 112.

c) Students with Chemistry 12 and Math 12 (or the courses in (b) above) should take the following:

Semester 1 ..... CHE 110 and MAT 120  
Semester 2 ..... CHE 210 and MAT 220

d) Students may take at Douglas College their third and fourth semesters of chemistry which transfer as second-year university courses e.g. CHE 320 and CHE 420 transfer as UBC chemistry 230.

**Note:** We also offer the honors option CHE 321 and 421. With respect to the physical-inorganic courses the universities have reserved the right to grant honors or majors standing on the basis of individual performance together with the recommendation from the appropriate faculty. The following is a possible arrangement:

Semester 3 ..... CHE 310; CHE 320 or 321; MAT 321  
Semester 4 ..... CHE 410; CHE 420 or 421; MAT 421

#### **CHE 104 Preparation for General Chemistry** 4 credits

This course is a basic introduction to chemistry and is intended for students with little or no background in chemistry. Topics will include: exponential notation, significant figures, dimensional analysis, metric system, density, symbols, chemical formulae and equations, percentage composition and simplest formula, atomic mass, mole concept, stoichiometry, solutions, molarity, classification of matter, periodic table and some descriptive chemistry.

Prerequisite: None  
No transfer credit

#### **CHE 105 Introduction to General Chemistry** 5 credits

This course quickly reviews the content of CHE 104 and then continues with the study of the following topics: stoichiometry, atomic structure, atoms and molecules, solids, liquids and gases, solutions, acids and bases, chemical equilibria, oxidation and reduction.

Prerequisites: CHE 104 (or chemistry 11 or SCI 106 with A or B) and MAT 103 (or Mathematics 11)  
Transferable to UBC and SFU.

#### **CHE 110 The Structure of Matter** 5 credits

Stoichiometry, the modern view of the atom, theories of bonding and molecular structure, ideal and real gases, properties of the liquid state, solutions of electrolytes and non-electrolytes and an introduction to organic chemistry.

Offered each semester

Prerequisites: CHE 105 (or Chemistry 12 or Chemistry 11 (A or B grade) plus MAT 103 (or Math 11)

Lecture: 3 Tutorial: 1 Laboratory: 3  
Transferable to UBC and SFU.

#### **CHE 210 Chemical Energetics and Dynamics** 5 credits

Topics include solids, a review of redox reactions, electrochemistry, the laws of thermodynamics, equilibrium, acids and bases ionic equilibria, and chemical kinetics.

Offered each semester

Prerequisites: CHE 110 plus Mat 120

Lecture: 3 Tutorial: 1 Laboratory: 3  
Transferable to UBC and SFU

#### **CHE 310 Physical—Inorganic Chemistry** 5 credits

An introduction to chemical thermodynamics. Topics include the first law of thermodynamics and thermochemistry, entropy, free energy, chemical equilibrium in molecular systems, electrochemistry, and applications to biology. Laboratory stresses physical methods in inorganic chemistry.

Fall semester

Prerequisites: CHE 210, or CHE 105 and CHE 110 (A or B Grade), plus MAT 120

Lecture: 3 Seminar: 1 Laboratory: 1 x 3  
Transferable to UBC and SFU

#### **CHE 320 Organic Chemistry I** 5 credits

This is a general Organic Chemistry course. Topics include the fundamental aspects of modern organic chemistry as illustrated by the structure, properties and reactions of alkanes, cycloalkanes, alkenes, alkynes, arenes, halogen compounds, alcohols, ethers, carboxylic acids, aldehydes and ketones. Stereochemistry, aromaticity and electrophilic aromatic substitution and spectroscopy are also included.

Prerequisites: CHE 110

#### **CHE 321 Organic Chemistry II** 5 credits

This course deals with the fundamental principles of modern organic chemistry and includes the structure, properties and reactions of all common functional groups. Emphasis would be placed on the mechanism and physical aspects of the science. This course is for prospective Honors and majors students in science.

Prerequisite: CHE 210

Transferable to UBC and SFU

#### **CHE 420 Organic Chemistry II** 5 credits

This is a continuation of CHE 320. Topics include the fundamental aspects of modern organic chemistry as illustrated by the structure, properties and reactions of functional groups such as aldehydes, ketones and their derivatives, amines and diazonium compounds and bifunctional compounds, followed by an introduction to the chemistry of fats, carbohydrates and proteins.

Prerequisites: CHE 320

#### **CHE 421 Organic Chemistry III** 5 credits

This is a continuation of CHE 321 and deals with such topics as carbanions, amines, unsaturated carbonyl compounds, neighboring group effects and heterocyclic compounds. Fats, carbohydrates and proteins would also be treated.

Prerequisite: CHE 321

Transferable to UBC and SFU

## CHILD CARE—SEE HUMAN SERVICES

# CLERICAL HEALTH WORKER 11

## CHW 100 Medical Terminology

This course explains how to approach and develop medical terminology in relation to root words, suffixes and prefixes. It provides the student with the basic skills to correctly identify, pronounce, and spell common medical terms. (The program is directly related and taught in conjunction with CHW 110—Basic Anatomy and Physiology)

Prerequisites: None

Lecture: 2

No transfer credit

## CHW 101 Typing Upgrading

A continuation of typing training with emphasis on upgrading typing skills, speed, and accuracy in medical terminology.

Prerequisites: None

Laboratory: 2

No transfer credit

## CHW 110 Basic Anatomy and Physiology

A general introduction to the major body systems and their function in relation to the body as a whole.

Prerequisites: None

Lecture: 2

No transfer credit

## CHW 120 Medical Transcription

This course is designed to provide the student with the theory and skills necessary to interpret and carry out physician's orders.

Prerequisites: CHW 180

Lecture: 19

No transfer credit

## CHW 140 Communication Skills

This course emphasizes effective interpersonal relationships, with a focus on skill development in both listening and communicating with patients/clients, visitors, and other health workers. The course is participant oriented and requires active learner involvement in skill development.

Prerequisites: None

Lecture: 2

No transfer credit

## CHW 180 Hospital Orientation

This 6 week course provides the student with an understanding of the organization, departments, functions, and regulations of a hospital. With this knowledge the student will have an understanding of their role in the hospital hierarchy, and develop a baseline from which Medical Transcription—CHW 120 can be built upon.

Prerequisites: None

Lecture: 21 Field Trips: 3

No transfer credit

## CHW 181 Practicum—Nursing Ward—I

An 11 day practicum that provides the student with an opportunity to carry out the duties of a ward clerk.

Prerequisites: CHW 100, CHW 110, CHW 180

No transfer credit

## CHW 182 Practicum—Nursing Ward—II

A continuation of CHW 181

## CHW 183 Practicum—Admitting Department

An 11 day practicum that provides the student with an opportunity to carry out the duties of an admitting clerk.

Prerequisites: CHW 100, CHW 110, CHW 180

No transfer credit

## CHW 184 Practicum—Medical Records Department

An 11 day practicum that provides the student with an opportunity to carry out the duties of a medical records clerk.

Prerequisites: CHW 100, CHW 110, CHW 180

No transfer credit

## CHW 186 Practicum—Radiology Department

An 11 day practicum that provides the student with the opportunity to carry out the duties of a radiology clerk.

Prerequisites: CHW 100, CHW 110, CHW 180

No transfer credit

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## COMMERCE AND ECONOMICS

Students interested in progressing to UBC to take a degree in commerce or a degree majoring in economics, and those intending to continue at SFU toward a degree majoring in economics, and those intending to continue at SFU toward a degree majoring in economics and commerce, should apply to the Douglas College Business and Administration division or to the Counselling Centre.

Both universities recommend that such students take two years at Douglas College and enter university in their third year. Transfer credits have been arranged with these universities to cover the first two years of all commerce and economics programs. In this respect, the following Douglas College Accounting, Business, Economics, and Electronic Data Processing courses are transferable.

ACC 110 Principles of Accounting  
ACC 210 Principles of Accounting  
BUS 200 Fundamentals of Business

ECO 101 The Canadian Economy  
ECO 110 Economic History  
ECO 111 Economic History of Canada  
ECO 201 Issues in Economic Development  
ECO 210 Economic History  
ECO 311 Principles of Macro Economics  
ECO 411 Principles of Micro Economics  
EDP 100 Electronic Data Processing

Students are referred to individual course descriptions for full transferability details.

NOTE: Students interested in transferring courses to the faculty of Commerce at UBC should be aware that the pre-commerce year must be completed before transfer credit will be granted for first year Commerce courses.

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## COMMUNICATIONS—SEE ENGLISH

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## CONSTRUCTION MANAGEMENT 10

**CON 120 Construction Materials and Applications [I] 3 credits**  
The planning, estimating, and supervising of a construction project requires detailed knowledge of materials, their characteristics, and how they are used. The course examines composition and application of soils, concrete, masonry, and metals (Division 1 to 5 of the Uniform Construction Index).

Prerequisites: None  
Lecture: 2  
Laboratory: 1  
Seminar: 1  
No transfer credit

**CON 130 Drafting****3 credits**

The course includes the basic skills of drafting such as freehand sketching, use of drafting equipment, relationship of isometric (oblique) to orthographic drafting, drawing layouts, lettering and titling, dimensioning, sections and ancillary views, and preparation of working drawings.

Prerequisite: None

Lecture: 1

Laboratory: 3

No transfer credit

**CON 140 Construction Science****3 credits**

Relates some of the physical laws to practical construction applications. Emphasis on elasticity, temperature, heat, heat transfer and insulation, humidity, thermodynamics, sound and sound insulation, electricity and illumination.

Prerequisite: B.C. Physics 11 or permission of instructor

Lecture: 3 Tutorial: 2

Transferable to BCIT

**CON 150 Construction Calculations****3 credits**

Course aims at increasing mathematical skills to the degree where one is capable of carrying out calculations required during management of a construction job. Includes handling of desk calculators, applied trigonometry, vectors, logarithms, and equation-solving.

Prerequisite: Mathematics 11 or permission of instructor

Lecture: 3 Tutorial: 2

No transfer credit

**CON 170 Safety on the Project [Accident Prevention] Optional****2 credits**

The course familiarizes the student with safety hazards and safety procedures on the construction project and with the "Accident Prevention Regulations" of the Workers' Compensation Board. Legal consequences of negligence, the status of the Workers' Compensation Board and assessment principles for the construction industry are discussed.

Prerequisite: None

Lecture: 2 Seminar: 1

No transfer credit

**CON 220 Construction Materials and Applications (II)****3 credits**

A continuation of CON 120 this course examines composition and use of wood, plastics, thermal and weather protecting materials, doors & windows, exterior and interior finishes, and special materials in the construction industry (Divisions 6 to 16 of the Uniform Construction Index).

Prerequisite: CON 120 or instructor's permission

Lecture: 2

Laboratory: 1

Seminar: 1

No transfer credit

**CON 230 Construction Blueprint Reading****3 credits**

Relates principles and processes taught in CON 130 to construction blueprint reading. Teaches how to read blueprints and to understand construction blueprints and specifications so that the student is able to carry out operations needed in quantity take-off, estimating, and related fields.

Prerequisite: CON 130 or permission of instructor

Lecture: 2 x 2

No transfer credit

**CON 240 Construction Science****3 credits**

Defines some of the laws that describe the physical phenomena around us: forces and vectors, statics, moments and centre of gravity, power and energy, hydro statics, and hydro dynamics.

Prerequisite: CON 150 or permission of instructor

Lecture: 3 Tutorial: 2

Transferable to BCIT

**CON 300 Construction Management****3 credits**

Applies managerial principles and practices taught in BUS 210 to managing construction firms. Explains how greater efficiency and profits may be obtained through careful planning, scheduling, and control operations. Defines company policies and standard procedures, cost control tools, and other matters. Also explains the activities and principles used in running a construction project.

Prerequisite: BUS 210

Lecture: 3 Seminar: 1

No transfer credit

**CON 301 Construction Law and Labour Relations****3 credits**

The first part of the course presents aspects of business law which apply directly to construction activity. This includes those principles of common law which govern all forms of contract, and certain statutory laws, such as the Mechanics' Lien Act. The second part deals with both the legal and organizational framework within which labour-management relations are conducted. This part also examines the major factors, both internal and external, which have an impact on labour relations within the B.C.

construction industry.

Prerequisite: None

Lecture: 3 Seminar: 1

No transfer credit

**CON 320 Strength and Design****3 credits**

The course introduces basic concepts involved in designing structural members and their relationship in a structure. It also presents an introduction to strength of materials using a few basic analyses and design formulae. It examines the utility of design tables commonly used to perform structural design and explains criteria of building stability and safety.

Prerequisites: CON 150 and CON 240

Lecture: 2

Tutorial: 2

No transfer credit

**CON 321 Construction [Urban] Geology [Optional]****3 credits**

A study of geologic factors, such as types of soils and their suitability for construction and for sewage disposal systems; reading and understanding of soil tests; groundwater; slope stabilities; suitability of building stones, etc. as they affect urban construction.

Prerequisites: CON 220, or instructor's permission

Lecture: 2 Seminar: 2

No transfer credit

**CON 330 Building Code, Permits, Inspections****3 credits**

The course is aimed at providing students with a basic understanding of the National Building Code, as applied to the structural, fire, and health safety of a building. The students will acquire a basic understanding of the requirements of local authorities, building permits and inspections.

Prerequisite: CON 220, or enrolment in the Construction Management Certificate Program

Lecture: 2

Seminar: 1

No transfer credit

**CON 360 Construction Estimating I****3 credits**

Fundamentals of building construction estimating (quantity take-off), use of estimating sheets, and quantity take-off techniques: Course integrates knowledge and understanding gained during the first two semesters of the Construction Management Program.

Prerequisites: CON 220 and CON 230, or enrolment in Construction Management Certificate Program, or employment in or experience with the construction industry

Lecture: 2 Tutorial: 2

No transfer credit

**CON 390 Construction Surveying****3 credits**

The elements of plane surveying. Includes the use of surveying instruments, distance measurement, differential levelling, simple traverses, construction surveying, surveying notes, office computations. Designed to familiarize students with concepts of field surveying rather than to qualify graduates as surveyors.

Corequisite: CON 150, or enrolment in Construction Management Certificate Program

Lecture: 2 Tutorial: 3

No transfer credit

**CON 400 Construction Accounting and Finance****3 credits**

This course first examines the basic framework of an accounting system, and then fits the peculiar requirements of the construction industry into that basic framework. It includes: preparation and analyses of financial statements; accounting for tax purposes; cash planning and cash flow analysis; credit management; dealing with sureties and bankers; equipment accounting; and cost control.

Prerequisite: BUS 210

Lecture: 2 Tutorial: 2

No transfer credit

**CON 460 Construction Estimating II****3 credits**

This course applies the quantity take-off principles taught in CON 360 to the estimating of material cost, miscellaneous cost, labour cost and the overhead and profit allowances for complete construction projects.

Prerequisite: CON 360

Lecture: 1

Tutorial: 3

No transfer credit

**CON 491 Structure Types****3 credits**

Studies different techniques and combinations of materials used in different types of structures for various construction projects. Course is based on principles taught in previous technical courses of the Construction Management Program.

Prerequisites: CON 230 or experience in the construction industry

Corequisite: CON 360

Lecture: 3 Seminar: 1

No transfer credit

**CON 492 Construction Scheduling 3 credits**

Studies construction scheduling methods generally, and the use of critical path methods (CPM) scheduling, as well as symbols and activities of CPM.

Prerequisite: None  
Lecture: 2 Tutorial: 2  
No transfer credit

**CON 493 Construction Contract Management 3 credits**

The course introduces the student to the concept of contracts, construction

bonds and insurances, and tendering procedures. It shows the interrelationship and activities of all parties involved in preparing and executing construction contracts. General Conditions of a contract are examined in detail. The nature of "Management Contracts" and the administration of construction and management contracts are discussed.

Prerequisite: CON 300 or instructor's permission  
Lecture: 3  
Seminar: 1  
No transfer credit

## CRIMINOLOGY AND CRIMINAL JUSTICE 32.

**Criminology Transfer to Simon Fraser University**

A few courses, if taken prior to Fall 1976, carry different transfer status than what is shown in this calendar. Persons who intend to transfer old courses along with newer ones should consult the faculty at SFU or Douglas College to plan the best choice of courses.

**CJS 101 Probation and Parole 3 credits**

This course explains the origins and philosophy of probation and parole. The role of probation and parole in the law enforcement process is examined. Developments such as "half-way houses", "day parole", and "work release" are studied. Controversial programs such as preventive detention, conjugal visits, and mandatory parole are examined.

Prerequisite: None  
Lecture: 2 Seminar: 2  
No transfer credit

**CJS 103 Police Community Relations 3 credits**

This course will further the understanding, attitudes, skills and knowledge of members of police forces concerning their leadership roles in the community; to further their understanding of ways to communicate the functions of law enforcement to the citizens; to explore methods of coping with persons under stress in today's complex environment. Techniques will be discussed that may be used to allay suspicions and hostilities that uniformed law enforcement officers and certain members of sub-groups in society are alleged to have toward each other.

Prerequisite: None  
Lecture: 4  
No transfer credit

**CJS 107 Community Agencies 3 credits**

This course traces the development of institutions designed to meet the problems of an urban-industrial society. Federal, provincial, civic, charitable and religious agencies will be studied. Particular attention will be given to agencies in the lower mainland of British Columbia. Students will be given the opportunity to become acquainted with various community agencies, their approach to problem solving, and the organizational and administrative factors which promote and inhibit their task. Students will be provided with the opportunity of visiting community agencies.

Prerequisite: None  
Lecture: 2 Seminar: 2  
No transfer credit

**CJS 112 Basic Criminalistics 3 credits**

This course is an introduction to scientific crime analysis, so that the student will be more able to understand how to deal effectively with crime scenes. Methods of criminalistics will be covered, including their capabilities and limitations. Included will be applications of theory to analysis of: fingerprints; ballistics; glass; hair and fibres; blood; photographs; documents etc. The course is designed for line personnel, not for laboratory workers.

Prerequisite: None  
Lecture: 3 Seminar: 1

**CJS 120 Dynamics of Behavior—Corrections 1 credit**

This course is a part of the social sciences program offered expressly to correctional personnel, usually in their Correctional Staff College.

Prerequisite: None  
Corequisite: Must be employed by the sponsoring correctional agency  
No transfer credit

**CJS 121 Theories of Criminality 1 credit**

This course includes some history of law enforcement in Canada. Emphasis is placed on examining the social pressures and societal factors that generate changes in policing.

Prerequisite: None

Corequisite: Must be training at the B.C. Police Academy

Lectures and seminars total 20 hours over several weeks  
No transfer credit

**CJS 140 Interviewing 3 credits**

This course focuses on dynamics of interpersonal relationships which may be incorporated into interviewing situations. Attention is given to verbal and nonverbal communication, feedback, barriers to effective interviewing and structures and functions of various types of interviews. A framework is discussed which can be used to evaluate the effectiveness of interviewing occurrences. Practical classroom experience is gained through involvement in role playing, small group discussion, case analysis and actual interviewing.

Prerequisite: None  
Lecture: 2 Seminar: 2  
No transfer credit

**CJS 141 Police and Corrections Writing 3 credits**

The student will acquire the skills required to write clear and concise materials that are unique to police or correctional workers. The course deals with acceptable police and correctional terminology as well as with various commonly used materials from notebooks to formal occurrence reports.

Prerequisite: None  
Lecture: 3 Seminar: 1  
No transfer credit

**CJS 220 Behavioral Science—Corrections 1 credit**

This course is a part of the social sciences program offered expressly to correctional personnel, usually in their Correctional Staff College.

Prerequisite: CRI 120  
Lectures, seminars and field trips total 20 hours over several weeks  
No transfer credit

**CJS 221 Understanding Human Behaviour 1 credit**

This course is an exploration of data and theories about criminal behavior, its nature and causes. Explanations of both legal and criminal behavior will be examined. Emphasis will be on the relationships between this information and everyday police actions.

Prerequisite: CRI 121  
Lectures and seminars total 20 hours over several weeks  
No transfer credit

**CJS 240 Advanced Interviewing 3 credits**

This course covers advanced interviewing techniques applicable in the service delivery systems that involve counselling and guidance with special emphasis on application to the Criminal Justice System. The emphasis is on interviewing techniques, not on any particular theory or philosophy of helping or therapy.

Prerequisite: CRI 140  
Lecture: 2 Seminar: 2  
No transfer credit

**CJS 351 Teaching Life Skills in a Prison Milieu 1½ credits**

This course is designed to provide the participant with a keen awareness of "life skills"; that is, the skills which a person requires in order to live successfully in society. The course is intended for experienced corrections personnel. Graduates will be more able to help prisoners through effective analysis and intervention. Group process is used.

Prerequisite: None (Usually restricted to persons employed in corrections)  
Offered as a series of day long or evening workshops totalling about 26 hours

**CJS 352 Laws, Prisoners and Corrections Staff 1½ credits**

This course is directed to experienced corrections personnel. Participants should gain a thorough understanding of laws and regulations that govern



sentences, releases, privileges and rights of prisoners. Laws, regulations and precedents affecting staff will also be covered. How justice agencies apply these rules will be emphasized.

Prerequisite: None (Usually restricted to persons employed in justice agencies)

Offered as a series of day long or evening workshops totalling about 26 hours

**CJS 353 Living in an Institution 1 credit**

This course deals with the very real problems which confront a person who must live in the restricted world of a total institution. Staff must relate to these problems and help inmates to cope with new patterns of social life, leisure, power relationships, sexuality and sexual expression.

Prerequisite: None (Usually restricted to persons experienced in institutions)

Offered as a series of day long or evening workshops totalling about 18 hours

**CJS 354 Behavior Disorder in Prisons 1 credit**

This course is designed to better equip the correctional worker to cope with lying, manipulation, aggression and violence. The emphasis is on accurate interpretation of the behavior to enable a correct choice of solutions.

Prerequisite: None (Usually restricted to persons employed in related agencies)

Offered as a series of day long or evening workshops totalling about 18 hours

**CJS 380 Criminal Justice Practicum 3 credits**

This course provides the student with a learning experience in the context of job experience with various agencies: police, corrections, probations, judicial.

Prerequisite: 15 semester credits in Criminology Program

Field experience: 8 seminar: 1

No transfer credit

**CJS 381 Comparative Police Systems 3 credits**

This course is designed to enable the student to study in-depth characteristics of other policing systems. Each student will choose an area of study and will visit a representative police organization in another jurisdiction to make comparisons with and contrasts to Canadian practices.

Prerequisite: None

Conducted in a 4 week period totalling 62 hours of instructor contact

No transfer credit

**CJS 382 Comparative Justice Systems 3 credits**

The study of the justice system in a foreign jurisdiction and a comparison with Canadian systems. The course will include travel to the foreign jurisdiction and 62 hours of instructor contact.

Prerequisite: None

No transfer credit

**CRI 102 Criminal Law 3 credits**

A study is made of the history of criminal law with emphasis on the historical process influencing the evolution of certain legal concepts—mensrea, criminal responsibility, due process. There is a critical examination of the social policies in criminal law. Laws affecting juveniles are studied. Specific offences and categories of offences are studied with particular reference to the law affecting drug addicts, dangerous offenders, mentally ill offenders.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable to SFU

**CRI 104 The Prison Community 3 credits**

This course deals with the sociological processes at work in the prison community. The inmate community and the staff community will be studied individually and as they interact with one another. The emphasis will be on the influence which prison sociology has upon both security and rehabilitation.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable to UBC, SFU and UVic

**CRI 105 The Canadian Legal System 3 credits**

This course will examine the development of law from tribal law through the common law to the present day. Principles of law will be emphasized with in-depth treatment of their origins. Canadian Constitutional Law, the Court System, Administrative Law, and International Law will be studied.

Prerequisite: None

Lecture: 3 Seminar: 1

Transferable to SFU and UBC

**CRI 106 Introduction to the Criminal Justice System 3 credits**

This course is designed to give the student an overview of the criminal justice system and the inter-relationships of the subsystems within it. Interactions between the police, courts, corrective and rehabilitative agencies will be examined. The jurisdiction of the various components will be reviewed with specific attention being given to the conflicts revealed in the criminal justice system. The offender as a client of the system will be followed through the various processes of the criminal justice system. An analytical assessment will be made of the composition and fragmentation of the criminal justice system. Alternatives to the criminal justice process e.g. diversion, discretion, plea bargaining will be studied.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable to SFU

**CRI 108 Crime Causation 3 credits**

This course describes several levels and types of theory concerning the causes of crime and delinquency; cultural, societal, interpersonal and individual. Historical and modern theories are considered. An attempt is made to integrate theory with practical application.

Prerequisite: None

Lecture: 4

Transferable to UBC and UVic

**CRI 109 Introduction to Criminology 3 credits**

This course explains the basic concepts and content of criminology, such as: crime, criminal, delinquent, deviant, treatment, rehabilitation, victim, etc. Included is the position of criminology, its relationships with other sciences, and the relationships between theory and practice. The evolution of criminological thought will be covered through classical and modern theories, at different levels of explanation. Scientific foundations for a modern criminal policy will be discussed.

Prerequisite: None

Lecture: 3 Tutorial: 1

Transferable to UBC and SFU

**CRI 110 Deviance & Social Control 3 credits**

This course, grounded in "the labelling theory of deviance", introduces students to the potentially radical perspectives of Lemert, Goffman, Becker, Laing, Szasz, etc. It examines the practicalities of everyday occupational routines in the criminal justice system, and the inherent consequences of social control agents and agencies.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable to UBC, UVic, (+ SFU on a restricted basis)

**CRI 111 Introduction to Law Enforcement 3 credits**

This course includes a comparative survey of law enforcement agencies including roles and development of the police component in the total justice system. Police culture is examined as well as the internal and external controls on police. Specific functions are analyzed such as: patrol, investigation, traffic control, crisis intervention, etc. Attention will be paid to the use of power in arrest, search and seizure, and the use of discretion. Public attitudes and image will be covered.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable to SFU

**CRI 114 Introduction to Corrections 3 credits**

This course involves examination of all components of Canadian correctional systems, and comparison with American and European systems. Included are pre-trial diversion, probation, imprisonment, and parole, in their many forms. Organization, operations and effectiveness will be studied, as well as prospects for the future.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable to SFU

**CRI 130 Psychological Explanations of Criminal Behaviour 3 credits**

This course will involve a detailed study of psychological approaches to explaining the behaviour of criminal offenders. Included will be psychoanalytic, developmental, respondent conditioning, operant learning, risk-taking, modelling, and social learning approaches. Theories and approaches will be examined in terms of their relevance to interpersonal crimes, property crimes and "victimless" crimes.

Prerequisite: None

Lecture: 2 x 2

Transferable to UBC, SFU and UVic

**CRI 131 Sociological Explanations of Criminal Behaviour 3 credits**

This course will critically examine the sociological, socio-cultural and socio-psychological explanations of criminal behaviour such as, the

ecological theories, conflict theories, structural theories, control theories, and symbolic interactionist theories. Some of the specific theories subjected to critical examination will be those concerned with class and group conflict, subcultures, social alienation, anomie, differential opportunity, social conditioning, containment, differential association and labeling.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable to UBC, SFU and UVic

**CRI 201 Juvenile Delinquency 3 credits**

This course analyzes juvenile delinquency as an entity in the justice system. Content includes the nature and extent of juvenile delinquency, its cultural and social setting, and theoretical interpretations. The roles are considered of family, school and peers in shaping and maintaining delinquent behaviour. Specific forms are discussed, such as: auto theft, vandalism, vagrancy, sexual delinquency, gangs, etc. Control, treatment and prevention are discussed, including juvenile courts.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable to SFU

**CRI 204 Prison-Based Programs: Adult and Juvenile 3 credits**

A detailed evaluation of various programs that can be operated within correctional institutions. Research is examined and criticized. The course is intended to identify institutional programs which are genuinely correctional, but also consistent with the need for control.

Prerequisite: CRI 104 or CRI 114 or appropriate experience

Transferable to UBC and SFU

**CRI 210 Processes of Criminology 3 credits**

A survey of the major sociological views of criminality, including the subcultural, structural, and social psychological views. A concomitant analysis is made of the institutional pressures used to regulate crime in contemporary society.

Prerequisite: CRI 108 or CRI 110

Lecture: 2 Seminar: 2

Transferable to UBC and UVic

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## DRAFTING—INDUSTRIAL 6

**DRA 101 Projection Techniques—Individualized**

Fundamentals of drafting practices, lettering, geometric construction, orthographic projections, pictorials including isometric and oblique, sketching, auxiliary projections, dimensioning and perspective.

**DRA 102 Algebra and Geometry—Individualized**

To upgrade or review the mathematics required to perform calculations involving drafting problems and to introduce geometry as a tool to execute certain projections.

**DRA 103 Electronic Calculators—Individualized**

Each module is designed to enable students to use the calculators

efficiently and to their full capacity. The second module involves using "Basic Language" to program a calculator.

**DRA 211 Surveying I—Individualized**

Includes how to set instruments, take measurements and perform postings. Areas covered are terminology, level, transit, theodolite and measurements and contour maps.

**DRA 321 Drafting for Piping—Individualized**

Current methods of petro-chemical pipe drafting design. Includes equipment, flow diagrams, piping components, isometric and arrangement drawings.

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## EARLY CHILDHOOD EDUCATION—SEE HUMAN SERVICES

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## ECONOMICS 9

**ECO 100 Fundamentals of Economics 3 credits**

An introduction to macro and micro economics: the nature of economics; gross national product and distribution of wealth; concept of interest; monetary policy and banking system; demand for factors of production; pure competition, imperfect competition, and monopoly. Emphasis is on relating the course content to current situations in the market place.

Spring semester

Prerequisite: None

Lecture: 4

Transferable to SFU

**ECO 101 The Canadian Economy 3 credits**

An analysis of the Canadian economy relating to a broad range of areas including growth, roles of business and government in society, foreign trade, and monetary and fiscal policies. Emphasis is on inflation, poverty, and unemployment. Student participation required.

Fall semester

Prerequisite: None

Lecture: 4

Transferable to UBC and SFU

**ECO 110 Economic History 3 credits**

The economic development of man through various stages of progress which laid the basis of our present-day economic system. Development of civilization, religion, social organization, and government as a result of changing economic circumstances. Covers the period from man's early beginnings to 1800.

Fall semester

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable to UBC and SFU

**ECO 111 Economic History of Canada 3 credits**

The economic development of Canada from settlement to the present day.

The economic relationship of Canada within the British Empire will be examined. Special attention will be paid to the influence of legislation on the economic development of Canada since Confederation.

Spring semester

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable to UBC and SFU

**ECO 201 Issues in Economic Development 3 credits**

Describes economic conditions in Third-World countries, and examines factors promoting or hindering the process of economic development.

Spring semester

Prerequisite: None

Lecture: 4

Transferable to UBC and SFU

**ECO 210 Economic History 3 credits**

The economic development of Western Europe and North America since 1800. The differing economic systems of the 20th century are compared.

Spring semester

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable to UBC and SFU

**ECO 311 Principles of Macro Economics 3 credits**

A framework is presented in which the components of national income are rigorously analyzed. Attention is focused on money and its role, the banking system and credit creation, multiplier analysis, and the role of government in the area of constraint and taxes.

Spring and summer semesters

Lecture: 2 Seminar: 2

Transferable to UBC, SFU, CGA and RIA

\*Transfer students taking Economics 100 at UBC may not also obtain transfer credit for Economics 311 only.

**ECO 411 Principles of Micro Economics** 3 credits  
 An analysis of economic problems related to the firm and the individual in both perfectly and imperfectly competitive markets, and the determination of price in both the goods and the productive factors markets.  
 Fall and summer semesters  
 Prerequisite: 2nd year standing or ECO 101 recommended  
 Lecture: 2 Seminar: 2  
 Transferable to UBC, SFU, CGA and RIA  
 \*Transfer students taking Economics 100 at UBC may not also obtain transfer credit for Economics 411 only.

**ECO 412 Introduction to Model Building in Economics & Commerce** 3 credits  
 Introduction of students to the task of forming explicit quantitative models as they are used in economics and commerce. Consideration is given to an elementary understanding of quantification and to a familiarity with the types and sources of data available to economics and commerce students. Emphasis is on developing the skills needed in empirical model building.  
 Prerequisite: B.C. Grade 12 Math or Math 102 and any economic or Business University Transfer Course  
 Lecture: 2 Seminar: 2  
 Transferable to SFU

## ELECTRONIC DATA PROCESSING

**EDP 100 Electronic Data Processing** 3 credits  
 An examination of the function of the digital computer within the information system of the firm. Computer programming in both BASIC and COBOL languages and review of the computer's basic machinery.  
 Fall, spring and summer semesters  
 Prerequisite: ACC 100 or ACC 110  
 Lecture: 4  
 Transferable to UBC, SFU, UVic, CGA and SMA

**EDP 200 Information Systems** 3 credits  
 An introduction to business information systems, their analysis and design. Techniques taught will include—form design, coding, charting, scheduling, input and output design—for both manual and computer oriented systems.  
 Fall and spring semesters  
 Prerequisite: EDP 100  
 Lecture: 4  
 Transferable to UVic, CGA and SMA

## ENGLISH AND COMMUNICATIONS

[See subheadings for specific courses]

### LITERATURE

#### EXPOSITORY WRITING

#### CREATIVE WRITING

#### COMMUNICATIONS

##### Career Communications

##### Applied Communications

##### Film

##### Journalism

#### WRITING SKILLS

#### ENGLISH AS A SECOND LANGUAGE

#### AMERICAN STUDIES

#### WOMEN'S STUDIES

### ENGLISH PLACEMENT TEST

Most students will be required to write an English Placement Test before registration if they have not already written the Provincial Test conducted by the Educational Research Institute of B.C., or the test conducted by the English and Communications Division of Douglas College.

The test results do not determine eligibility to enter Douglas College, but are used to direct students to the courses which are best suited to their ability.

Further information about the English Placement Test may be obtained from either the Student Services Centres of the college or the English and Communications Division.

#### A. Composition

Students in English courses are expected to demonstrate basic language skills in grammar, punctuation, spelling. Deficiencies will be noted by instructors and must be corrected by the student. For students whose native language is not English, the department may require successful completion of COM 140 as a condition of admission to its other courses. The Student Centre on each campus will have programmed, self-help material for the student's use. An English instructor will also be present at specified periods to assist the student in the use of these materials, as well as other composition problems.

All first-year literature courses will devote a minimum of one-third class-time to specific instruction of composition skills. The emphasis will be on these skills which are directly pertinent to the preparation of literature essays.

#### B. All First-Year Literature Courses 101 Through 151

1) First-year literature courses will be concerned with examination and textual analysis of selected primary texts as well as the presentation of literary terms and concepts.

These courses will provide the student with a substantial framework from which to develop his own critical facilities, as well as giving the student the necessary grounding from which to proceed to more advanced study.

2) Although the most obvious aspect of first-year courses is one of exposure to the literature of the 20th century, many courses will extend this period in order to provide perspective and to avoid the inevitable

restrictions imposed by an arbitrary time period.

- 3) There are no prerequisites for the first-year courses except those indicated in the Calendar concerning standards of language competence. For particulars of credit and transferability, the student is asked to refer to the individual course descriptions herein.
- 4) The actual format of each class—whether lecture, seminar, group activities, or a mixture of them—will be the prerogative of the instructor.
- 5) The reading requirements of all first-year courses will be approximately equal. It might be expected that in the case of fiction courses a minimum requirement of five authors will be studied; in poetry courses, a minimum of three poets. Most courses will deal with more work depending on the particular genre.
- 6) All first-year courses will require at least five evaluated assignments. Of these, at least two will be essays. Other types of assignments may be used such as oral presentations, independent library research, seminars, and examinations.
- 7) Although it is undesirable to compel an individual student to attend classes, the student is responsible for keeping himself informed of the short-term and long-term requirements of the course.
- 8) Students in English courses are expected to demonstrate basic language skills—grammar, punctuation, and spelling. Deficiencies will be noted by instructors and must be corrected by the student.

#### C. All Second-Year Literature Courses 310 Through 319

- 1) Second-level courses are differentiated from first-level courses in that they will require more demanding reading than first-level courses; will concentrate on specifically literary concerns rather than general thematic concerns; may require the use of secondary sources, and also may require a research paper.
- 2) For admission to second-level courses in English literature, students are required to have first-level standing (grade-point average of 2.0 or better) in any two courses from list A, or one from list A and one from list B.

##### LIST A

ENG 101, 102, 106, 109,  
114, 151

##### LIST B

ENG 100, 200  
CWR 100, 200  
COM 160

- 3) For particulars relating to College credit and transferability to other institutions, the student is asked to consult the individual course descriptions herein.
- 4) In second-level courses there will be differences in focus; some courses will focus on the historical literary tradition—the "survey" courses—while others will focus either on a particular genre such as poetry or drama, or on "major writers." Whatever the case, the reading requirements of all second-level courses will be approximately equal.
- 5) It might be expected that in the case of historical courses a minimum of six authors will be studied; in the genre courses, a minimum of five authors.
- 6) All second-level courses require at least five evaluated assignments. Of

these at least two will be essays. Other types of assignments may be used such as seminars, in-class essays, oral presentations, research papers, and mid-term or final examinations.

- 7) Students are responsible for keeping themselves informed of the short-term and long-term requirements of the particular course, and for meeting these obligations.

#### D. Transfer Information for UBC and SFU

**UBC:** Students desiring transfer credit for first-year English at UBC (ENG 100—three units of UBC credit) will normally require six semester hours of Douglas College credit; that is, two courses selected from the following: ENG 101, 102, 106, 109, 114, 151, ENG 100 or 200. (Students may not take both ENG 100 and ENG 200 for first-year equivalency)

Students desiring general transfer credit for second-year English Literature at UBC (3 credits of UBC second-year English Literature, unassigned) will require six units of Douglas College credit; that is, two courses selected from ENG 310, 313, 314, 315, 316, 317 and 319.

Students needing specific transfer credit to English 201 (Students wishing to major in English for example) should select Douglas College courses ENG 316 and ENG 317.

Only certain UBC faculties require the completion of English 201 or its equivalent. In many faculties the general 3 credits of second-year English Literature, unassigned, will satisfy the literature requirement. See UBC calendar for the literature requirement of a specific faculty.

**SFU:** Consult counsellors or SFU calendar for the literature requirement of a specific faculty.

Students desiring to major or honor in English should take courses at Douglas that will give them transfer credit for:

- 1) Any two SFU English, 101, 102, 103;
- 2) Both of SFU English 202 and 203;
- 3) And take one literature course at Douglas which has transfer credit (assigned or unassigned) and which has not already been taken for credit under 1) or 2) above.

### LITERATURE

#### ENG 101 Canadian Literature 3 credits

This course is an introduction to Canadian Literature. Emphasis will be placed on major writers of the 20th century. The course will focus primarily on the representative fiction and poetry of such writers as Hugh MacLennan, Margaret Laurence, Margaret Atwood, Al Purdy, Earle Birney, and Irving Layton. It will examine the variety of literary forms these writers have chosen to render their images of Canadian Experience, and it will relate the works to the culture in which they exist.

Prerequisite: None

Lecture: 2 x 2

Transfer credit applied for

#### ENG 102 Thematic Approaches to Western Literature 3 credits

This course will examine dominant themes and ideas expressed in the literature of the Western World. The dilemma of the individual, the image of woman, the crisis of being, are among some of the themes that will be discussed. This course may include literature in translation.

Prerequisite: None

Lecture: 2 x 2

Transferable to UBC, SFU and UVic

### AMERICAN STUDIES (ENG 102)

American Studies is a two-semester interdisciplinary course combining ENG 102 and HIS 140 (Nation in Conflict: The U.S. in the 20th Century) incorporated in an interdisciplinary format that helps to overcome the limited focus of the traditional approach in these subject areas. Both areas are complementary, and their integration enhances the learning experience.

The course is taught within a team-teaching format. Since the theme of American Studies crosses discipline lines, the most effective utilization of resources is one in which instructors of both disciplines are available. This makes the above two existing courses more flexible and comprehensive. Therefore, students will receive three credits for HIS 140 and three for ENG 102 upon completion of this two-semester program. For an explicit description of course content, see History 140 and English 102.

### WOMEN'S STUDIES (ENG 102)

The Images of Women in Literature is a special section of English 102. As a mirror of some of the central myths and archetypal roles of women, the work of such writers as Kate Chopin, Margaret Atwood, D.H. Lawrence, Iris Murdoch, Philip Roth, Margaret Laurence, Shaw, Sylvia Plath and Erica Jong will provide a map of the territory of female experiences. The course might also include the reflections of women in visual and musical forms. Through an analysis of the woman's experience and the literary expression of that experience, we will examine woman's quest to find a meaningful sense of private and public "place" in the modern world.

#### ENG 106 Studies in Prose Fiction 3 credits

This course will present for study prose fiction of the twentieth century.

The focus of the course will be a study of the literary sensibility as expressed both in novels and short stories.

Prerequisite: None

Lecture: 2 x 2

Transferable to UBC, SFU and UVic

#### ENG 109 Studies in Literary Genres 3 credits

This course will examine the three major literary forms: prose, poetry, and drama. The course will address itself to the structural aspects of each genre, and the relationships of one to the other. Works will be selected from the twentieth century primarily. The literature of Canada, the United States, and Great Britain will be studied.

Prerequisite: None

Lecture: 2 x 2

Transferable to UBC, SFU and UVic

#### ENG 114 Studies in Poetry 3 credits

This course will study poetry in its diverse forms. The course will examine the phenomenon of poetry without specific regard to time-period or particular author, and will therefore enable the student to confront the form in all its depth and breadth.

Prerequisite: None

Lecture: 2 x 2

Transferable to UBC, SFU and UVic

#### ENG 151 Studies in Drama 3 credits

This course is mainly concerned with modern drama and the development of the anti-hero from the tragic protagonist. The student will discover the importance of dramatic technique and stagecraft in the critical approach to drama.

Prerequisite: None

Lecture 2 x 2

Transferable to UBC, SFU and UVic

### ADVANCED LITERATURE

#### ENG 310 Literature in Translation 3 credits

The course deals with major works of literature in translation grouped in a significant way—for example, the 19th century continental novel, modern Latin American fiction, or drama and fiction in the socialist countries. In addition to analysis of literary technique, students will be given some insight into the literary and cultural complex from which selected works spring. Reference will be made to comparable works of English literature. For example, a course focussing on the 19th century continental novel might consider such developments as romanticism or naturalism, and comparisons might be made with the works of Dickens or James. For information regarding the specific subject field of this course, consult the English and Communications division.

Offered at discretion of division

Prerequisite: First-year standing (see introductory English note)

Lecture: 2 x 2

Transferable to UBC, SFU and UVic

#### ENG 313 Studies in Major Writers 3 credits

Critical approaches are employed in examining and evaluating works of major writers of central importance to literary history, such as Lawrence, Austen and Milton. The student studies both the writer's principal works and appropriate works of his contemporaries, with emphasis on understanding the writer's central themes. The student may also read the writer's non-literary work, a biography, and appropriate works of literary criticism.

Offered at discretion of division

Prerequisite: First-year standing (see introductory English note)

Lecture: 2 x 2

Transferable to UBC and \*SFU

\*If a student has completed any two of ENG 313, 316, 317, credit will be assigned as English 202, 203 (6 credits)

Also transferable to UVic

#### ENG 314 Poetics 3 credits

A consideration of poetic theories from Aristotle to T.S. Eliot, including the works of Ruskin, Arnold, Coleridge, and Ezra Pound. The poetry of Donne, Shakespeare, and Hopkins is also examined as well as the work of some contemporary poets. The course examines both poetry and poetic theory.

Offered at discretion of division

Prerequisite: First-year standing (see introductory English note)

Lecture: 2 x 2

Transferable to UBC, SFU and UVic

#### ENG 315 The Comic Voice: Studies in Comedy 3 credits

Representative works are studied and related to theories and traditions of comedy. A diversity of novels and plays, such as Dicken's *The Pickwick Papers*, Shakespeare's *Twelfth Night*, and Synge's *The Playboy of the Western World*, demonstrates the scope and depth of the comic genre.

Offered at discretion of division  
Prerequisite: First-year standing (see introductory English note)  
Lecture: 2 x 2  
Transferable to UBC, SFU and UVic

**ENG 316 Readings in the English Literary Tradition: 14th to 18th Centuries 3 credits**

Representative works from literature of the 14th through 18th centuries are studied and approximately related to English literary tradition.  
Spring and fall semesters  
Prerequisite: First-year standing (see introductory English note)  
Lecture: 2 x 2  
Transferable to UBC, \*SFU and UVic  
\*If a student has completed any two of ENG 313, 316, 317, credit will be assigned as English 202, 203 (6 credits)

**ENG 317 Readings in the English Literary Tradition: 18th to 20th Centuries 3 credits**

Representative works from literature of the 18th, 19th, and early 20th centuries are studied and appropriately related to English literary tradition.  
Spring and fall semesters  
Prerequisite: First-year standing (see introductory English note)  
Lecture: 2 x 2  
Transferable to UBC, \*SFU and UVic  
\*If a student has completed any two of ENG 313, 316, 317 will be assigned as English 202, 203 (6 credits)

**ENG 319 The English Novel: Its Development 3 credits**

Traces development of the English novel from the 18th to 20th centuries. Styles and themes of representative novelists of the period are studied.  
Offered at discretion of division  
Prerequisite: First-year standing (see introductory English note)  
Lecture: 2 x 2  
Transferable to UBC, SFU and UVic

**EXPOSITORY WRITING**

**ENG 100 Expository Writing 3 credits**

This course will include the reading and study of various prose forms, including expository essays, literary essays, and prose fiction. The primary emphasis will be on the writing of essays which apply the critical and analytical concepts studied in the course. Students will be expected to revise corrected essays to eliminate individual errors.  
Prerequisite: None  
Lecture: 2 x 2  
Transferable to UBC, SFU and UVic

**ENG 100 Limited to Students for whom English is a Second Language 3 credits**

This course, designed especially for ESL students, includes in depth study of various expository writing forms. The primary emphasis will be on the writing of essays which apply the critical and analytical concepts studied in the course. The secondary emphasis will be on remediation of ESL problems. The development of the study skills necessary for successful college-level writing will also be stressed.  
Prerequisite: With instructor's permission  
Lecture: 2 x 3  
Transferable to UBC, SFU and UVic

**ENG 200 Advanced Exposition and Argument 3 credits**

A study of rhetorical style from the viewpoint that good style is primarily a matter of making wise choices from a range of possibilities. Through reading examples, the student discovers choices made by good writers. The student's own style is developed and studied through his own writing.  
Offered on sufficient demand  
Prerequisite: ENG 100 or instructor's permission  
Laboratory: 2 x 2  
Transferable to UBC, SFU. To be determined at UVic.

**CREATIVE WRITING**

**CWR 100 Introduction to Creative Writing—I 3 credits**

To introduce the student to creative writing primarily through practice in the genres of drama (stage, radio, video), fiction and poetry. A wide selection of traditional and contemporary writing in all genres will also be studied. Work will be evaluated both by the instructor and students in the workshop.  
Prerequisite: None  
Workshop: 2 x 2  
Transferable to UBC, SFU and UVic

**CWR 110 Introduction to Creative Writing—II 3 credits**

This course continues the work of CWR 100, with writing practice in the genres of poetry, fiction and drama. Contemporary work by published authors will also be examined.

Prerequisite: CWR 100  
Workshop: 2 x 2  
Transfer to UBC, SFU and UVic applied for

**CWR 300 Drama, Fiction and Poetry—I 3 credits**

The objective of this course is to allow students to pursue writing in the genre which they found most promising in CWR 100/110. Published selections in all genres will be studied.  
Prerequisite: CWR 100 and 110  
Workshop: 2 x 2  
Transfer to UBC, SFU and UVic applied for

**CWR 310 Drama, Fiction and Poetry—II 3 credits**

This course continues the work of CWR 300. The student will be encouraged to pursue work in one genre, which may or may not be the same as the genre chosen for CWR 300.  
Prerequisite: CWR 300  
Workshop: 2 x 2  
Transfer to UBC, SFU and UVic applied for

**COMMUNICATIONS**

**COM 110 Career Communications 3 credits**

In this course, the student will be taught to organize factual material and to present it in letters, memoranda and reports, according to accepted business and professional standards.  
Prerequisite: None  
Lecture: 2 x 2  
No transfer credit

**COM 120 Effective Public Relations 3 credits**

The course focuses on the role of the public relations practitioner as a specialist in communications, an analyst of public opinion and an advisor to administrators in this area. The course is designed to lead the student towards Canadian Public Relations Society accreditation when coupled with practical experience.  
Prerequisite: None  
Lecture: 2 x 2

**COM 200 Introduction to Communication Theory 3 credits**

This course is an examination of the theories and various approaches to human communication. It will include the study of basic concepts and models; nature of information processing; dimensions of verbal and non verbal communication; and mass communication.  
Prerequisite: None  
Lecture: 2 x 2  
Transferable to SFU

**COM 205 Communications and English Skills 3 credits**

This course is intended for first year nursing students. The course has two components: interpersonal communications (verbal and non-verbal) and written communications. Topics include the communication process, communication skills, interviewing and group dynamics. Students learn to write summaries, memos, reports and other related forms of communication.  
Prerequisite: None  
Lecture: 3, Seminar: 1  
No transfer credit

**COM 210 Introduction to Communication Behaviour 3 credits**

This course will examine human communication behaviour in intra and interpersonal settings. It will focus on the individual as well as on face to face communication in both dyad and small group settings. This experientially designed course will enable students to integrate new awareness, skill and knowledge with present behaviour by being actively involved in the learning process.  
Prerequisite: Communications 200 recommended  
Lecture: 2  
Laboratory: 2  
Transferable to SFU

**COM 290 Applied Communications 3 credits**

This course, directed to career students, gives the learner practical experience in applying oral and written skills to job-communications situations. Topics include persuasion and motivation strategies; conduct of and participation in business meetings; the arts of listening and observation; and various types of internal and external business communications.  
Spring and fall semesters  
Prerequisite: None  
Lecture: 2 x 2  
No transfer credit

**COM 295 Parliamentary Procedure: The Art of Conducting Meetings 3 credits**

This course is offered to those who wish to learn how to carry on the

business of societies with the greatest efficiency. The points needed for quick reference in a meeting are dealt with in the basic part of the course. For example, each motion is shown under what circumstances it can be made, what motions can be made while it is pending, to what motions it can be applied, what motions can be applied to it, and whether it can be debated, amended or reconsidered.

The more advanced part of the course deals with the method of conducting elections, duties of members and officers, disciplinary measures, model bylaws and revision, committees and boards, conventions, mass meetings and dissolution of a society.

Prerequisite: None

Lecture: 2

No transfer credit

## FILM

### COM 160 Introduction to Film 3 credits

A basic introduction to the grammar of film. The first half of the course examines film history, basic vocabulary of film, the shot unit and its flexibility, camera angles, lighting, sound as complement to the moving image, and the function of the shooting script. The last half involves an analysis of a series of thematically linked films.

Prerequisite: None

Lecture: 2 Seminar: 2 film and laboratory

Transferable to SFU

## JOURNALISM

### COM 165 Journalism 3 credits

This course will embrace aspects of newspaper work and will include: news gathering, writing, editing, head writing and page makeup. Students will also learn how to select and shoot photographs. There will be some training in the collecting and design of advertising copy, as well as in editorial and business management and the production and distribution of newspapers.

Spring and fall semesters

Prerequisite: None

Lecture: 1 Laboratory: 3

No transfer credit

### COM 166 Journalism 3 credits

This course is an extension of COM 165 and will include instruction in creative news editing, column writing, feature writing, editorial writing, page makeup, photo editing, and a review of the meaning and implications of libel and ethics. There will also be some training in TV and radio news writing and editing.

Prerequisite: COM 165 or permission of instructor

Lecture: 1 Laboratory: 3

No transfer credit

### COM 167 Newspaper Production 3 credits

This course will include: typesetting, typography, page makeup, reproduction techniques, process photography and advertising markup. Students will also receive introductory training in the functions of a newspaper press, as well as in the flow of copy from the newsroom and advertising department to the production lab.

Prerequisite: None

Lecture: 1 Laboratory: 4 Student Directed Learning: 3

No transfer credit

### COM 168 Freelance Marketing 3 credits

The student planning a professional writing career will be shown how to cope with competition by planning a market and writing for it. Business structure for the freelancer and careers within the writing field will be covered.

Prerequisite: One of CWR 100, COM 165, COM 166, COM 167, or permission of instructor

Lecture: 2 Laboratory: 2

No transfer credit

### COM 169 Advanced Newspaper Production 3 credits

This course is a continuation of Communications 167. Basic processes learned in the previous course will be combined to produce more complicated uses of these procedures. Instruction and practice will move toward more process photography, and typesetting and/or ordering. Photography will advance to photo essay and background dropout applications.

Prerequisite: COM 167

Lecture: 1 Laboratory: 3 Student Directed Learning: 2

No transfer credit

## WRITING SKILLS

### ENG 120 Writing Skills 1½ credits

A seven-week course designed to help students write clearly and correctly, through instruction and practice in paragraphing, sentence structure, grammar, diction, spelling, and punctuation. The student is required to complete and correct 1) a series of brief paragraph and essay assignments, and 2) a series of workbook exercises. This course is conducted mainly as a workshop, with each student receiving individual assessment of his writing. Enrollment is limited to 15 students per section.

Prerequisite: None

Lecture: 2 Tutorial/Workshop: 2

No transfer credit

### ENG 121 Writing Skills II 1½ credits

A seven-week course designed to extend the skills learned in English 120, and to prepare students for writing longer compositions. The student is required to plan, write and revise a series of short essays and at least one longer essay (800-1000 words). A series of workbook exercises will also be required. The course will be conducted mainly as a workshop, with each student receiving individual assessment of his writing. Enrollment is limited to 15 students per section.

Prerequisite: None (although ENG 120 is recommended)

Lecture: 2 Tutorial/Workshop: 2

No transfer credit

## ENGLISH AS A SECOND LANGUAGE

### ENG 140 English for Non-Native Speakers 0 credit

An intensive course for students whose native language is not English and who cannot communicate orally and/or in written form with the level of vocabulary required in an average college English class. This class is designed for students registered at the college. This course has no college credit; therefore, fees are determined by the number of hours per week of instruction.

Offered on sufficient demand

Prerequisite: None

No transfer credit

### ENG 141 English for Non-Native Speakers: Advanced Tutorial 0 credit

A composition course that stresses the finer points of usage and idiom. An adjunct course for students who are competent enough to take Douglas College English courses but need additional help in pronunciation and composition.

Offered on sufficient demand

Prerequisite: None

No transfer credit

### ENG 100 Limited to Students for whom English is a Second Language

This course, designed especially for ESL students, includes in depth study of various expository writing forms. The primary emphasis will be on the writing of essays which apply the critical and analytical concepts studied in the course. The secondary emphasis will be on remediation of ESL problems. The development of the study skills necessary for successful college-level writing will also be stressed.

Prerequisite: Permission of instructor

Lecture: 2 x 3

Transferable to UBC, SFU and UVic

## FASHION DESIGN AND CLOTHING TECHNOLOGY

PLEASE NOTE: The curriculum is presently under review.

### FAS 100 Fundamentals of Pattern Drafting 5 credits

A study of some basic principles of industrial pattern drafting, including an introduction to the metric system and its application to pattern and body measurements. The proper use of drafting equipment, the technique of taking measurements for made-to-measure garments, and some basic principles of proportional calculation are covered in detail.

Prerequisite: None

Lecture: 4 Laboratory: 3

No transfer credit

### FAS 120 Fundamentals of Fashion Design 5 credits

The fundamentals of garment design such as line, silhouette, proportion, and rhythm, and their relation to figure and personality. Particular emphasis on creativity and originality through a developed sensitivity to inspirational sources. Several original designs selected for construction into half-scale models.

Prerequisite: None

Lecture: 3 Laboratory: 4

No transfer credit

**FAS 121 Modelling and Finishing** 2 credits  
Students learn to model and show garments to advantage. Emphasis on individual grooming and preparation for fashion shows.  
Prerequisite: None  
Lecture: 2 Laboratory: 2  
No transfer credit

**FAS 122 Design and Textiles** 5 credits  
Covers the fundamentals of garment design such as line, silhouette, proportion, rhythm, and their relation to figure and personality. Emphasis on garment design through a study of fabric characteristics. Half-scale models are created from inspiration, with several simple models being selected for full-scale construction.  
Prerequisite: None  
Lecture: 3 Laboratory: 3  
No transfer credit

**FAS 130 Fundamentals of Garment Construction** 1 credit  
Instruction in the safe and efficient operation of the industrial straight-sew machine and steam iron. Emphasis is on learning industrial terminology, and acquiring skills in basic construction techniques related to seams, hems, button holes, zippers, plackets, etc., and on the variations governed by fabric and style.  
Prerequisite: None  
Lecture: 1 Laboratory: 2  
No transfer credit

**FAS 140 Fashion Illustration** 3 credits  
An introduction to drawing and sketching using pencil, charcoal, and pastels. Emphasizes perspective and proportion, anatomy, and tone values. Once a sound foundation is attained, the student develops confidence and individuality in drawing.  
On sufficient demand  
Prerequisite: None  
Laboratory: 3 x 2  
No transfer credit

**FAS 170 Creative Apparel Design and Production** 3 credits  
A comprehensive introduction to apparel design and the translation of a design into the finished garment. The student learns the elements of creative design, and produces a pattern and a finished garment as a final project. Information about history and the principles of clothing design is provided. It is assumed that the student has a firm grasp of sewing techniques.  
Prerequisite: None  
Laboratory: 1 x 2 Seminar: 1 Field experience: 1  
No transfer credit

**FAS 200 Fundamentals of Pattern Drafting** 5 credits  
Students are exposed to the methods of drafting patterns for various simple styles and learn the basic design-room techniques of full-size pattern drafting and style development.  
Prerequisite: FAS 100  
Lecture: 4 Laboratory: 3  
No transfer credit

**FAS 220 Fashion Design and Textiles** 5 credits  
Students become aware of the limitations imposed on garment design through a comprehensive study of fabric texture and finish found in knitted, woven, and compressed clothes, and how these factors influence style and utility. Half-scale models are created with several simple models being selected for full-scale construction.  
Prerequisite: FAS 120  
Lecture: 3 Laboratory: 4  
No transfer credit

**FAS 230 Fundamentals of Garment Construction** 3 credits  
Students become familiar with more complex construction techniques and begin to acquire expertise on the industrial straight-sew machine. Emphasis is on procedures related to the assembly of pockets, sleeves, and collars. Half-scale garment models are made and basic instruction is given in constructing professional full-scale garment samples. Students are introduced to professional layout and cutting techniques.  
Prerequisite: FAS 130  
Lecture: 2 Laboratory: 4  
No transfer credit

**FAS 240 Fashion Illustration** 3 credits  
A continuing study of the figure: proportion and perspective, free sketching, and finished art. Includes wash and ink rendering and water color as applied to fashion illustration.  
On sufficient demand  
Prerequisite: FAS 140  
Laboratory: 3 x 2  
No transfer credit

**FAS 300 Pattern Drafting and Draping** 5 credits  
Students become familiar with techniques involved in drafting more complex patterns for dresses, as well as fundamental drafts for pants,

coats, and children's wear. Drafting fundamentals are expanded to include the special requirements of theatre costumes. The principles and applications of french draping techniques relevant to theatre costume development are covered.  
Prerequisite: FAS 200  
Lecture: 3 Laboratory: 4  
No transfer credit

**FAS 320 Fashion Design and Color Co-ordination** 5 credits  
Students are exposed to the further limitations placed on garment design by the effects of color. Color, color psychology, and color co-ordination are related to figure and personality factors. Contemporary fashion trends are analyzed from a historical, psychological, and sociological viewpoint. The special requirements for theatre costume design are studied, with students creating costumes for a live production.  
Prerequisite: FAS 220  
Lecture: 3 Laboratory: 4  
No transfer credit

**FAS 330 Garment and Costume Construction** 3 credits  
The more complex construction techniques involved in assembling garments made of leather, silk, plastic, jersey, velvet, etc. Theatre costumes are constructed with emphasis on use of the straight-sew machine to create decorative effects. Includes professional procedures used in fitting the finished garments and installing linings, interlinings, and interfacing.  
Prerequisite: FAS 230  
Lecture: 1 Laboratory: 5  
No transfer credit

**FAS 340 Fashion Illustration** 3 credits  
Emphasizes the figure and garment; how the garment dictates the pose; use of various media; interpreting fabrics and furs, accessories, features, and patterns; visuals of men's and children's fashions; and art for reproduction in line, halftone, and color.  
On sufficient demand  
Prerequisite: FAS 240  
Laboratory: 6  
No transfer credit

**FAS 370 Fashion Merchandising** 3 credits  
This course examines and describes garment construction, color co-ordination, accessories, the fashion cycle, and fashion buying techniques.  
Prerequisite: None  
Lecture: 2 Seminar: 2  
No transfer credit

**FAS 390 History of Costume** 3 credits  
A survey from earliest times to the 17th century. Included is dress of ancient Orient and Egypt, Greece, Rome, Feudal Europe, and the Renaissance. Open to students in other programs.  
Prerequisite: None  
Lecture: 3 x 1  
No transfer credit

**FAS 400 Advanced Pattern Drafting and Grading** 5 credits  
Students begin to acquire professional expertise in drafting the patterns of more complex garment designs, such as swim wear and lingerie. Emphasis is on the technique of translating original designs into full-scale pattern replicas. The principles and techniques involved in size grading and miniature pattern drafting are covered.  
Prerequisite: FAS 300  
Lecture: 3 Laboratory: 4  
No transfer credit

**FAS 420 Creative Fashion Design and Textiles** 5 credits  
A study of various methods of dyeing, printing, and batik. A research of the modern garment and textile industries is required. Students are expected to design a complete line of clothing from which several garments are selected for fabrication to be shown in displays and fashion shows.  
Prerequisite: FAS 320  
Lecture: 3 Laboratory: 4  
No transfer credit

**FAS 430 Advanced Garment Construction and Finishing** 3 credits  
Students are introduced to and acquire experience on other industrial power equipment indigenous to the garment industry. The hemmer, serger, overseam, and zig-zag machines are used to assemble original garments for the annual fashion show. All garments must meet professional standards of cut, fit, and finish.  
Prerequisite: FAS 330  
Lecture: 2 Laboratory: 4  
No transfer credit

**FAS 440 Fashion Illustration** 3 credits  
The student develops a portfolio through assignments involving previous subject areas, presenting problems closely related to those in the field and completing the portfolio within deadlines on a professional basis for



presentation at employment interviews.  
On sufficient demand  
Prerequisite: FAS 340

Laboratory: 6  
No transfer credit

## FIRE SCIENCE <sup>9</sup>

### FIR 100 Chemistry of Fire

3 credits

Presents the chemical knowledge that is essential to anyone concerned with the fire-fighting community for the safe and efficient performance of his tasks. Includes characteristics of matter, gases, fundamental principles, combustion and heat, atomic energy, and radiation.

Prerequisite: Nil

Lecture: 2 Laboratory: 2

No transfer credit

### Fir 101 Survey of Fire Science

3 credits

Surveys the fire protection field, including the historical development of the organizations, equipment, procedures and legislations presently in being. The survey includes brief studies of the interrelationships between the areas of fire insurance, extinguishment and prevention, and studies the requirements of public and private fire protection.

Prerequisite: Nil

Lecture: 3 Field experience: 1

No transfer credit

### FIR 270 Fire Insurance

3 credits

Commencing with basic reasons for obtaining fire insurance and a profile of national fire losses, this course discusses the roles of broker, adjuster, underwriter, and insurance companies; how insurance is sold; criteria by which a competitive rate is set; the role of rating organizations such as Canadian Underwriters Association; re-inspection services and recommendations; investigation and challenging of claims.

Prerequisites: Nil, but completion of Fir 100 and 101 strongly recommended.

Lecture: 4

No transfer credit

### FIR 271 Fire Prevention

3 credits

Studies the part that effective fire prevention can play in reducing the fire loss in the community. The regulations produced by various governmental, insurance and standard setting agencies and examples of their applications to practical situations are studied. The hardware used to support these applications is explained and demonstrated.

Prerequisites: Nil, but completion of FIR 100 and 101 strongly recommended.

Lecture: 3 Seminar: 1

No transfer credit

### FIR 272 Fire Suppression

3 credits

Includes pre-fire planning, classification of fires, special fire types, and a review of the chemistry of fire. This is followed by a discussion of alarm systems; the handling of motorized, fixed, and portable fire equipment; fire extinction methods; the strategy of fighting a fire; fire streams; and fire ground hydraulics.

Prerequisites: Nil, but completion of FIR 100 and 101 strongly recommended.

Lecture: 3 Laboratory: 2

No transfer credit

### FIR 273 Fire Investigation

3 credits

Discusses various investigative organizations, including their roles and responsibilities; skills and training required of an investigator; pattern and behavior of accidental fires involving principles of the chemistry of fire; scientific investigation of fire causes; writing a fire investigation report; and the firefighter's contribution to fire investigation.

Prerequisites: Nil, but completion of FIR 100 and 101 strongly recommended.

Lecture: 4

No transfer credit

### FIR 274 Fire Science Technology

3 credits

This course will involve the study of the technical aspects and installation requirements of fire protection equipment and devices. Emphasis will be placed on applying the knowledge in case studies in recognizing, solving and designing solutions to fire problems.

Prerequisites: Nil, but completion of FIR 100 and 101 strongly recommended.

Lecture: 3 Field experience: 1

No transfer credit

### FIR 275 Building Construction for Fire Protection

3 credits

This course describes the various aspects of building construction that relate to the fire safety of occupants and the structural integrity of the building when subjected to unconfined fire.

Lecture: 3 Field experience: 1

No transfer credit

## GEOGRAPHY <sup>11</sup>

Geographic inquiry is rich, profound, and humanizing because it entails an understanding of physical as well as cultural processes as they are revealed in interaction in the landscape. The student who engages in physical and human geographic study will achieve the "sense of balance" that characterizes modern geographic thought. Geography offers an almost unique opportunity for the synthesis and integration of the fund of human knowledge.

### GEOG 110 Weather and Climate

3 credits

An introduction to the study and techniques of meteorology and climatology and their application to environmental problems including Air Pollution, Arctic Survival, and Forest Fire Control.

Spring and fall semesters

Prerequisite: None

Lecture: 2 x 2

Transferable to UBC, SFU and UVic

### GEOG 111 Human Geography: Social and Cultural Perspectives

3 credits

An introduction to the major traditions, themes, and theories of human geography. Special emphasis on the concepts, methods, and data used by cultural and social geographers. Includes comparative and historical analyses of cultural landscapes, studies of the origin and diffusion of cultural phenomena, and an introduction to cultural ecology/ecosystematic analysis.

Spring and fall semesters

Prerequisite: None

Lecture: 2 x 2

Transferable to UBC, SFU and UVic

### GEOG 112 Human Geography: Economic and Spatial Perspectives

3 credits

An introduction to the theories, concepts, methods, and data geographers use to analyze the location of economic activities and the spatial organization of society. Study of the following systems: energy and resources, agriculture, manufacturing, transportation, retailing and recreational. Consideration of theories of "development". Comparative approaches to: urban structure, economic systems, and spatial diffusion processes.

Spring and fall semesters

Prerequisite: None

Lecture: 2 x 2

Transferable to UBC, SFU and UVic

### GEOG 120 Introduction to Earth Sciences

3 credits

An interdisciplinary course combining geology and physical geography. Topics include the origins and development of the Earth's landscape by such processes as weathering, mass wasting, running water, glaciers, wind and waves, and geological phenomena such as rocks and minerals, the interior of the Earth and the geologic time.

Spring and fall semesters

Prerequisite: None

Lecture: 2 Workshop: 2  
Transferable to UBC, SFU and UVic

**GEOG 130 Environment and Technology 3 credits**

A thorough examination of the "ecosystematic perspective" and its role in contemporary geographic thought. Identification and evaluation of our basic cultural assumptions about the relationship of man and nature. Assessment of cultures, societies, and groups that have functioned within an "ecosystematic perspective". Establishment of a more balanced environmental attitude than current "doomsday" theorizing. This is not a "pollution solution" course nor an ecology course, but an inquiry into the environmental impact of various man-nature philosophies.

Spring or fall semester on sufficient demand

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable to UBC, SFU and UVic

**GEOG 140 "Sense of Place" Workshop 3 credits**

An introduction to human geography as the study of a "sense of place". Examination of the variations in the ways cultures and social groups experience space. Opportunity to learn an alternative to the scientific approach to human geography. Historical roots of geography's fascination with "place". Landscape appreciation. Canadian expressions of a sense of place are emphasized. Extensive use of film, art, literature, poetry, and music to present the course concepts. Workshop orientation stresses group presentations, seminar presentations, and field work.

Spring or fall semester on sufficient demand

Prerequisite: None

Lecture: 2 Seminar: 3

Transferable to UBC, SFU and UVic

**GEOG 145 Municipal Law for Planning Assistants 3 credits**

Study of B.C. legislation pertaining to land use. Topics include zoning, development control, sub-division control and community and regional planning.

Prerequisite: None

Lecture: 2 x 2

No transfer credit

**GEOG 146 Local Area Planning 3 credits**

A case study approach to the fundamentals of the community development process as they apply to local land use and social planning. Concepts of community, community power and service integration are studied from a local practical perspective.

Prerequisite: None

Lecture: 2 x 2

No transfer credit

**GEOG 147 Sub-Division Planning 2 credits**

An intensive examination of the various aspects of land and strata title sub-divisions. Topics include: sub-division law, municipal and land registry plan approval procedures, sub-division design and implementation, plan replotting, elementary sub-division surveying and drafting, basic engineering considerations and the final preparation of sub-division plans.

Prerequisite: None

Lecture: 2 x 2

No transfer credit

**GEOG 148 History and Theory of Urban and Regional Planning 3 credits**

An introductory course examining the historical development of the mainstreams of thought in planning theory, ranging from the earliest human settlements to the present day but with emphasis focused in the twentieth century. The philosophical attitudes towards man and the city, resulting in planning action in the 1970s, will receive specific attention. Recent writings on the nature of the planning profession will also be reviewed.

Prerequisite: None

Lecture: 2 x 2

No transfer credit

**GEOG 149 Planning Data Collection and Analysis 3 credits**

Course explores the basic principle of demography. Sources of demographic information, data analysis and factors applicable to planning are reviewed.

Prerequisite: None

Lecture: 2 x 2

No transfer credit

**GEOG 150 The Canadian Arctic 3 credits**

An introduction to the physical and human geography of Arctic Canada, with some reference to other Polar Regions such as Antarctica and the Russian Arctic. Problems of human occupancy in the North and the impact of man on the physical environment — exploration, transportation, historical development of several Arctic communities (Frobisher, Resolute,

Cambridge Bay), northern resources and current social problems. Stress will be placed on the physical environment and resource development. A knowledge of meteorology, basic geomorphology and human geography will be assumed.

Spring and fall semesters

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable to UBC, SFU and UVic

**GEOG 160 British Columbia and the Yukon 3 credits**

An introductory regional geography of B.C. and the Yukon. This course will include a general study of the physical environment and an historical/settlement background, but will concentrate on problems relevant to sections of the Pacific Coast area, e.g. resource development and conservation, irrigation, urbanization, and life in remote rural areas. The course will include an examination of the role of the West in Canada's future development. Field work will form an integral part of the course, therefore attendance on field trips is compulsory. A basic knowledge of map reading will be assumed.

Spring and fall semesters

Prerequisite: None

Lecture: 3 Field experience: 1

Transferable to UBC, SFU and UVic

**GEOG 170 Introductory Cartography 3 credits**

This course explores a range of topics in the field of cartography and focuses on the techniques and tools used to analyse and present geographical data and relationships. Topics covered in the course include field survey, construction of maps to scale, interpretation of aerial photographs and topographic maps, construction of diagrams, cartograms, distribution maps, graphs and other types of maps used in Geography. Although designed specifically for the Geography student, the course will also interest students in related disciplines in which a fundamental knowledge of the above topics is beneficial.

Spring and fall semesters

Prerequisites: None Students planning to major in Geography are strongly advised to take this course in their program.

Lecture: 2 Lab: 3

Transferable to UBC, SFU and UVic

**GEOG 175 Air Photo Interpretation 3 credits**

A theoretical and practical course, introducing the student to the variety and use of aerial photography. Emphasis is on the application of skills in air photograph interpretation to contract or research work. Course content is interdisciplinary in that API as a tool may be applied to resource assessment, regional analysis, urban studies, geologic inquiry, work in archaeology, forestry, fire science, ecology, biology, and agriculture.

Prerequisite: None

Lecture: 2 Lab: 2

No transfer credit

**GEOG 176 Remote Sensing 1 credit**

Remote sensing involves the collection and analysis of data by systems which are not in direct contact with the object of study. Maps, air photographs, satellite imagery, radar imagery, and other "non-selective" sources of data may be employed. The tool of remote sensing is applicable in many fields, such as: urban planning, agricultural and land use planning, regional analysis, geology, geomorphology, forestry and land management.

Prerequisite: None

Lecture: 2 Lab: 2

No transfer credit

**GEOG 177 Cartographic Techniques 2 credits**

A practical course designed to develop skill in the production and design of maps, graphs, and diagrams to final draft copies, and for inclusion in all written work. Emphasis is on map work, including the selection of scale, detail and symbolization. Different techniques of presentation will be explored sampling a variety of papers, inks, lettering methods, and tools. The course will be taught as though the students are junior consultants under direct supervision.

Prerequisite: None

Lecture: 2 Lab: 4

No transfer credit

**GEOG 210 Climatology 3 credits**

A study of the physical and dynamic processes, on varying scales, involved in the general circulation and the development of terrestrial climates. Emphasis focuses on applications of climatological principles to the analysis and interpretation of climatic data and mapping of climatic patterns. Microclimatic investigations are employed to illustrate contrasts between urban and rural settings.

Spring or fall semester

Prerequisites: GEOG 110 and GEOG 120

Lecture: 2 Workshop: 2

Transferable to UBC, SFU and UVic

**GEOG 220 Physiography: Geomorphic Processes 3 credits**

An examination of landscapes, landforms, earth materials and geomorphic processes in a variety of terrestrial environments. Laboratory and field work are employed in the application of geomorphic principles to regional physiography and processes.

Spring or fall semester

Prerequisites: GEOG 110 and GEOG 120

Lecture: 2 Workshop: 2

Transferable to UBC, SFU and UVic

**GEOLOGY**

Geology is the study of the composition, origin, and development of planet earth. Considered are the origins and evolution of rocks and minerals, oceans, atmosphere and life, and their interactions.

Beginning students will enrol in GEOL/GEOG 120: Discover the Earth. This is a core course intended to introduce the students to geology. The student has the option of considering this course terminal (3 unassigned credits in Geography at SFU or 1½ unassigned Geology credits at UBC). During the second semester, students may couple Discover the Earth with a single-semester biology course (advisable for potential elementary or primary school teachers) and with the second semester GEOL 210: Our Changing Earth. The latter sequence is equivalent to Geology 105 or Geology 107 at UBC or 6 unassigned geography credits at SFU. The sequence GEOL/GEOG 120 and GEOG 110 is the equivalent of Geography 101 at UBC or Geography 111 plus 3 unassigned Geography credits at SFU.

**SEMESTER I**

PHY 100 or 110  
CHE 110  
MAT 120  
GEOL/GEOG 101

**SEMESTER II**

PHY 200 or 210  
CHE 200 or 210  
MAT 220 and 131  
GEOL 210

During both semesters, any two of Communications 100, Literature 101 to 120, Theatre 100, Creative Writing 100 and 200 must be included.

Students intending to enrol in the Earth and Space Science major in the Faculty of Education at UBC require GEOL/GEOG 120, 210, 220, and 221.

**GEOL 120 Introduction to Earth Science 3 credits**

An interdisciplinary course combining geology and physical geography. Approximately half of the semester is concerned with geomorphology, with emphasis on origins and development of the earth's landscapes by such processes as weathering, mass wasting, running water, glaciers, wind and waves. The other half is concerned with geological phenomena such as rocks and minerals, interior of the earth, and geologic time scale.

Spring and fall semesters

Prerequisite: None

Lecture: 2 Laboratory: 2

Transferable to UBC and SFU

**GEOL 210 Our Changing Earth 4 credits**

A study of the geology of the Lower Mainland of British Columbia through extensive fieldwork. Students will be expected to attend a number of field trips during the laboratory part of the course. Lectures will be concerned with the origin and structure of the earth and particular emphasis on continental drift.

Spring and fall semesters

Prerequisite: GEOL/GEOG 120

Lecture: 2 Laboratory: 4

Transferable to UBC and SFU

**GEOL 230 Geology and Man 3 credits**

A study of environmental geology. Emphasis is on the use of geologic data to plan urban areas. Problems associated with ground water, waste disposal, mineral extraction, and geological engineering are investigated.

Fall semester

Prerequisite: GEOL 120 or GEOG 120

Lectures: 2 x 2

Transferable to UBC and SFU

**GEOL 320 The Fossil Record 4 credits**

The fossil record; ancient populations; applications of the fossil record; taxonomy and the species concept in paleontology; evolution of selection animals and plants.

Fall semester

Prerequisite: GEOL 120, or permission of instructor

Lecture: 2 Laboratory: 4

Transferable to UBC and SFU

**GEOL 321 Sedimentology 4 credits**

Introduction to sediments and sedimentary rocks; sediment transportation and deposition; diagenesis; composition, texture and structure; deformational environments, facies, correlation.

Fall semester

Prerequisite: GEOL/GEOG 120

Lecture: 3 Laboratory: 3

Transferable to UBC and SFU

**GEOL 370 Crystallography 4 credits**

Includes crystal symmetry, classes and systems; nomenclature and stereographic projection of crystals; crystal identification; space lattices; crystal chemistry. The course is essential for all geology majors and should be taken in the second year of study. CHE 200 or 210 and PHY 200 or 210 are advisable but not prerequisite to this course.

Fall semester

Prerequisite: GEOL/GEOG 120

Lecture: 3 x 2

Transferable to UBC and SFU

**GEOL 421 Stratigraphy 4 credits**

Introduction to the study of sedimentary rocks. Topics to include: identification of sedimentary rocks, sedimentary deposits, strata, historical concepts, geologic time, correlation, deformation of strata and interpretation of geologic maps.

Fall semester

Prerequisite: GEOL/GEOG 120 and GEOL 321

Lecture: 2 x 2 Laboratory: 2

Transferable to UBC and SFU

**GEOL 470 Mineralogy 4 credits**

A second-year specialized course for students continuing to more advanced studies in geology. Fundamentals of crystal chemistry as applied to minerals, physical and chemical properties of minerals, mineral genesis, determinative mineralogy, mineral classification, igneous and metamorphic petrology.

Spring semester

Prerequisite: GEOL 370

Laboratory: 3 x 2

Transferable to UBC and SFU

**CON 321 Construction [Urban] Geology 3 credits**

A study of geologic factors, such as types of soils and their suitability for construction and for sewage disposal systems; reading and understanding of soil tests; ground water; slope stabilities; suitability of building stones, etc. as they affect urban construction.

Spring semester

Prerequisites: CON 120, 220 for Construction Management students, nil for engineering students

Lecture: 2 Laboratory: 4

Transfer credit to UBC applied for

**GERONTOLOGY—SEE HUMAN SERVICES**

# GRAPHIC AND COMMUNICATION ARTS 22

At the time of publication deadline the Graphics Program curriculum changes are not complete. Several course outlines are being revised, particularly in Semester III and IV. While there will be no major change in many of the core courses, some adjustments will be made with regard to a few courses in order to allow Audio Visual to become a sequential series spanning all four semesters.

During registration an informational sheet will be provided regarding all course changes.

**GRA 100 Basic Drawing** 3 credits  
An introduction to the principles and techniques of drawing. Students will learn to understand and draw basic organic and mechanical forms in a variety of media. Aspects of the human figure, perspective systems and composition will be emphasized. Drawing skills are fundamental in other courses throughout the Graphics Program.  
Prerequisite: None  
Lecture: 1 Laboratory: 5

**GRA 110 Introduction to Illustration** 3 credits  
Students will gain an introductory knowledge of the principles and techniques of commercial illustration, including analysis of line, tone, colour and composition. Emphasis will be on rendering and sketching the human figure using basic materials.  
Prerequisite: ART 110  
Lecture: 2 Laboratory: 4

**GRA 120 Introduction to Graphic Design** 3 credits  
An introduction to the principles and techniques of applied design. Students will learn two-dimensional design elements. This will include type, illustrations and photographs, and how to combine them in layouts to visually communicate specific ideas, situations or moods.  
Prerequisite: None  
Lecture: 2 Laboratory: 4

**GRA 121 History of Graphic Communications** 2 credits  
A survey of the major influences on visual communication design, beginning with man's earliest pictorial images. Emphasis will be given to the 19th and 20th centuries to illustrate how the visual arts, along with increasing industrialization, gave rise to the modern graphic designer.  
Prerequisite: None  
Lecture: 3

**GRA 131 Basic Layout and Typography** 2 credits  
An introduction to the principles and techniques of lettering and typographic composition. The student will learn letter styles and type families and how to appropriately select and render type in basic layouts. Emphasis will be on the techniques and methods employed by layout artists to achieve functional composition.  
Prerequisite: None  
Lecture: 1 Laboratory: 2

**GRA 135 Introduction to Advertising** 2 credits  
A survey of advertising methods, media and practices. The student will study motivational research, marketing procedures, advertising economics, sales and merchandising. Emphasis is on current trends and the role of the graphics person and his/her contemporaries in the ever-changing economic pattern.  
Prerequisite: None  
Lecture: 3

**GRA 150 Introduction to Photography & Production** 2 credits  
An introduction to the principles and techniques of black and white photography. Students will expose, develop and print various photographic materials, thus exploring the potential of the camera as a design tool.  
Prerequisite: None  
Lecture: 1 Laboratory: 2

**GRA 151 Technology of Graphic Communication** 3 credits  
A survey of technical procedures and processes in graphic communication. Students will learn about various methods of reproducing a graphic image. Emphasis is on type, including type measurement, copy-fitting, typesetting and preparation for print.  
Prerequisite: None  
Lecture: 4

**GRA 152 Graphics and Audio Visual Production** 3 credits  
An introduction to the principles and techniques of audio visual production. Students will learn basic technology and equipment use. Emphasis will be on experimentation with design elements and creative techniques relating to various production situations. This is a 7 week section,

alternating with GRA 250, prior to Option choice in third semester.  
Prerequisite: None  
Lecture: 2 Laboratory: 4

**GRA 200 Drawing II** 3 credits  
Further study of the concepts and techniques of drawing. Students will develop skills in the expressive rendering of natural forms: the human figure, and environmental structures and mechanical forms using an extended range of media.  
Prerequisite: GRA 100  
Lecture: 1 Laboratory: 5

**GRA 210 Intermediate Illustration** 3 credits  
The students learn to give messages, events, ideas, and values a visible form, and how to apply the various media clearly in a minimum of time. They practise with pen and brush, line techniques, and color to achieve discipline and control; and also experiment in the use of textures, using a variety of papers and equipment.  
Prerequisite: GRA 110  
Lecture: 2 Laboratory: 4

**GRA 220 Intermediate Graphic Design** 3 credits  
Further study of the principles and techniques of applied design for informative, educational and advertising situations. Students will learn to analyze graphic design problems and choose appropriate media to visually communicate their creative solutions. Emphasis will be on typography.  
Prerequisite: GRA 120  
Lecture: 2 Laboratory: 4

**GRA 250 Photo-Graphics** 2 credits  
Students will continue to study the principles and techniques of photographic processes, including the use of the process camera for letterpress, lithography, silkscreen and other various applications. Emphasis is on the preparation of camera-ready art. This is a 7 week section, alternating with GRA 152, prior to Option choice in third semester.  
Prerequisite: GRA 150  
Corequisite: GRA 220  
Lecture: 1 Laboratory: 3

**GRA 254 Graphics & Audio Visual Production I** 3 credits  
Advanced work with a variety of media, involving the design, production, use and evaluation of instructional programs for use by individuals and groups. Emphasis is on production of materials, management of learning experiences, and the communication process.  
On sufficient demand  
Prerequisite: GRA 154  
Lecture: 2 Laboratory: 4

**GRA 300 Drawing and Painting II** 3 credits  
A continuing study of the draped and clothed figure: gesture in relation to the emotion; portrait studies in various media; commercial character and theme cartooning; caricature; townscape, landscape, and seascape interpreted in various media.  
Prerequisite: GRA 200  
Lecture: 1 Laboratory: 5

**GRA 310 Commercial Illustration** 3 credits  
Illustrates the value of sound preparatory work and how the craftsman's skill co-ordinates with creativity to achieve an artistic objective. Emphasis is on line and wash, opaques, fluorographic, percentages, combination halftones, full color, combination of media. Commercial photo retouching for reproduction.  
Prerequisite: GRA 210  
Lecture: 2 Laboratory: 4

**GRA 320 Graphics and Applied Design** 3 credits  
The student progresses in the use of typeset and recognizes how the flexibility and creative application of lettering add to the correlation of copy and illustration. Further study and practice in technical design, overlay systems, color separation with art or camera, miscellaneous sales pieces, continuing creative experimentation in block printing, silk screen and air-brush techniques.  
Prerequisite: GRA 220  
Lecture: 2 Laboratory: 4

**GRA 350 Photo-Graphics (color)** 2 credits  
Further study and practical work experience with Graphic Arts equipment, introduction to color film processing and printing. Production of art work for four color printing, including posterization, halftone, duo tone, tint screens and color proofing.  
Prerequisite: GRA 250

Corequisite: GRA 320  
Lecture: 1 Laboratory: 2

**GRA 400 Advanced Drawing and Painting** 3 credits  
The student completes assignments involving previous subject areas in a professional manner, as examples of work to be incorporated in a portfolio in co-operation with other course needs.  
Prerequisite: GRA 300  
Lecture: 1 Laboratory: 5

**GRA 410 Advanced Commercial Illustration** 3 credits  
A continuation of GRA 310 for reproduction at a more advanced level. Examples of work involving all previous subject areas to be completed and incorporated into a prepared portfolio for employment interviews.  
Prerequisite: GRA 310  
Lecture: 1 Laboratory: 4

**GRA 420 Advanced Graphics and Applied Design** 3 credits  
The course is devoted to the professional completion, within deadlines, of a portfolio containing examples of design lettering, prepared mechanicals, techniques, agency and retail advertising assignments, the portfolio to be presented at employment interviews.  
Prerequisite: GRA 320  
Lecture: 2 Laboratory: 4

**GRA 450 Photo-Graphics** 2 credits  
The student applies acquired skills and knowledge to individual projects using various graphic arts equipment. When possible students will produce College-sponsored publicity material. Projects produced are mounted for inclusion in the student's interview portfolio. Revisions to Semester III and IV are currently being made to accommodate the advanced Audio-Visual courses for the second option.  
Prerequisite: GRA 350  
Corequisite: GRA 420  
Lecture: 1 Laboratory: 3

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## HEALTH SERVICES 4

Programs and courses in this division are based on trends in the health-care delivery system. The concepts of career mobility and core curriculum are central. Future programs will be in general support areas in the health care field. Programs presently available are: a basic Chairside Dental Assistant training program; an upgrading program, to the certification level, for employed Chairside Dental Assistants; a training program in Nursing to the Nursing Aide, Registered Nurse or Registered Psychiatric Nurse level. See Program Description for specific details.

**Note:** Credits for the following courses are currently under revision.

**HS 140 Communications Skills in Health Care** 2 credits  
HS 140 will emphasize effective communication and interpersonal relationships with patients/clients and with members of the health care team. It is designed for students enrolled in the dental assistant program and the nursing aide program.  
Prerequisite: None  
Lecture: 1 Laboratory: 1  
No transfer credit

**HS 201 Health Promotion** 3 credits  
This course emphasizes the maintenance and promotion of personal health. A holistic approach to health, fitness and coping with stresses of everyday living is explored. The student will expand his/her communication skills in the promotion of health, applying principles of

learning. Community agencies concerned with various aspects of health promotion are discussed.  
Spring Semester Only  
Seminar: 2  
No transfer credit

**HS 410 Dialogues II** 2 credits  
HS 410 will continue the emphasis on communication skills and on the maintenance of promotion of health in working with others. The student will increase his/her skills in the application of communication techniques that facilitate nurse-patient interaction. Emphasis will be on facilitative and problem-solving interviewing with practice in simulated laboratory situations.  
Fall Semester Only  
Laboratory: 2  
No transfer credit

**HS 510 Dialogues III—A Laboratory Course in Human Relations for Nurses** 2 credits  
HS 510 emphasizes specific communication skills relevant to the practice of nursing within the health care system. This course is an application of the theory presented in Nursing Survey, Nursing 520.  
Spring Semester Only  
Laboratory: 1 Seminar: 1  
No transfer credit

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## HISTORY 16

Douglas College history courses are designed not only to acquaint students with the periods or regions specified in the course titles, but also to introduce and develop skills necessary for a full appreciation of history. These include research methods, comparison of historical interpretations, analysis of historical problems, and clear expression of ideas on historical topics. Students planning to major in history are advised to take the basic introductory course HIS 100 early in their program, and to consult the university to which they intend to transfer to ascertain its requirements.

**HIS 100 The Meaning of History** 3 credits  
This course reveals the prime roles of history — as a source of interest and enjoyment, and as a means toward greater understanding of the human condition. Examples are drawn from various periods of history and from the works of outstanding historians. Strongly recommended for students planning to major in history at SFU.  
Prerequisite: None  
Lecture: 2 Tutorial: 2  
Transferable to UBC and SFU

**HIS 101 From Rome to Renaissance: Europe 400 - 1500** 3 credits  
The course briefly explains the importance of the Roman heritage to Western Civilization, then deals with the changes resulting from the settlement of Germanic and Slavic tribes in new locations. The emergence of feudal society and manorial economy is examined and the importance of the Medieval Church stressed. The course then discusses the revival of

European trade and city life and deals with the achievements of the High Middle Ages, the emergence of strong monarchies in the West, the rise and decline of the Holy Roman Empire and the growing secularization of society. It ends with the development and eventual spread of the Italian Renaissance and an appraisal of the consequences of the Spanish and Portuguese discoveries.  
Prerequisite: None  
Lecture: 2 Tutorial: 2  
Transferable to UBC and SFU

**HIS 102 From Religious Reformation to Industrial Transformation: Europe 1500 - 1900** 3 credits  
The course examines the Reformation, the rise and fall of Spain, the Thirty Years War and the emergence of parliamentary predominance in England. It then deals with the creation of the Hapsburg state in Central Europe, Louis XIV's France and the rise of Russia to Great Power status. The development of the modern scientific spirit, the Enlightenment and Baroque culture are discussed against the background of the emergence of Prussia and the decline of the ancient regime. Emphasis is placed on the French Revolution and its universal effects. The course then discusses the First Industrial Revolution, deals with the ideas of nationalism and liberalism, the year of revolutions 1848 and the subsequent unification of Italy and Germany and the emergence of the modern Balkan states. It ends with a treatment of the Second Industrial Revolution, Imperialism, the modern inventions and the advance of democracy and social reform.

Prerequisite: None  
Lecture: 2 Tutorial: 2  
Transferable to UBC and SFU

**HIS 110 The Fraser Valley** 3 credits  
A study of local history, with the interaction between man and the Fraser Valley environment as its central theme. Contributions from anthropology, geography, and ecology provide insight into the various factors involved.  
Prerequisite: None  
Lecture: 2 Tutorial: 2  
Transferable to UBC and SFU

**HIS 112 Quebec in Canada** 3 credits  
A historical inquiry into the evolution of French Canada from the British Conquest to the present.  
Prerequisite: None  
Lecture: 1 Seminar: 3  
Transferable to UBC and SFU

**HIS 113 Canada 1763-1867: A Century of Change** 3 credits  
An examination of the basic conditions of British North America between the British Conquest and Confederation. Stresses the examination of internal and external political, social and economic forces that shaped Canadian history.  
Prerequisite: None  
Lecture: 2 Seminar: 2  
Transferable to UBC and SFU

**HIS 114 Canada 1867-1967: Development and Compromise** 3 credits  
Examines developments in Canada from 1867 to 1967. Stresses the examination of internal and external political, social and economic forces which shaped Canadian history, and the varying historical interpretations of these forces.  
Prerequisite: None  
Lecture: 2 Seminar: 2  
Transferable to UBC and SFU

**HIS 120 Illusion and Disillusion: Europe 1900-1939** 3 credits  
Examines the illusions that preceded World War I and the disappointed hopes and frustrations that led to World War II. Stresses political responses to the social and economic changes that characterized the period.  
Prerequisite: None  
Lecture: 2 Tutorial: 2  
Transferable to UBC and SFU

**HIS 121 Europe Since 1939** 3 credits  
The course starts with World War II and traces the recovery of Europe from devastation to new prosperity. The division between East and West is discussed, the new role of Europe in the world is appraised, and new patterns of political, cultural, social and spiritual life are examined.  
Prerequisite: None  
Lecture: 2 x 2 Seminar 2 x 1  
Transferable to UBC and SFU

**HIS 122 Problem Studies in German History** 3 credits  
Examines problems drawn from various periods of German history: late medieval political disunity; Germans and Slavs; effect of the Reformation; the rise of Prussia; German responses to the French Revolution; nationalism and liberalism; unification and empire; Nazism; Germany divided.

Prerequisite: None  
Lecture: 2 Tutorial: 2  
Transferable to UBC and SFU

**HIS 130 20th-Century Russia and the Soviet Union** 3 credits  
Covers the main lines of development and the problems of Imperial Russia and the Soviet Union from 1900 to 1964. The Marxist-Leninist doctrine of history and various interpretations of Russian and Soviet history are discussed.  
Prerequisite: None  
Lecture: 2 Seminar: 2  
Transferable to UBC and SFU

**HIS 140 Nation in Conflict: The U.S.A. in the 20th Century** 3 credits  
Covers the historical roots and modern aspects of contemporary United States problems relating to race relations, the American democratic traditions, economic structure, and foreign policy. Focuses on origin, events, and effects.  
Prerequisite: None  
Lecture: 2 Tutorial: 2  
Transferable to UBC and SFU

**Note: American Studies** 3 credits  
American Studies is a two-semester interdisciplinary course combining ENG 102 and HIS 140 (Nation in Conflict: The U.S. in the 20th Century) within an interdisciplinary framework. The complexity of the 20th-century society is better understood when the rich literary and historic sources are incorporated in an interdisciplinary format that helps to overcome the limited focus of the traditional approach in these subject areas. Both areas are complementary, and their integration enhances the learning experience.  
(See listing under General Studies for transfer information.)

**HIS 142 The United States from Colonization to Nationhood** 3 credits  
A historical and historiographical inquiry into the growth of the United States from initial colonization to the presidency of Jefferson.  
Prerequisite: None  
Lecture: 2 Seminar: 2  
Transferable to UBC and SFU

**HIS 150 An Introduction to Modern Chinese History** 3 credits  
Covers the late imperial era (1839-1911), the transitional republican period (1912-1949), and the present communist stage. Emphasizes the post-1920 era, when the main theme of Chinese history was the struggle between nationalists and communists and the war of resistance against Japanese aggression, culminating in the rise of Mao and establishment of the People's Republic.  
Prerequisite: None  
Lecture: 4  
Transferable to UBC and SFU

**HIS 160 Women in Canadian History** 3 credits  
A study of women in Canadian history from 1600 to 1970 against the wider background of the social, intellectual, and cultural history of North America.  
Prerequisite: None  
Lecture: 2 Seminar: 2  
Transferable to UBC and SFU

For courses on History of the Theatre please see "Theatre."

## HUMAN DEVELOPMENT

**HUD 100 Personal Growth and Awareness** 2 credits  
This course is designed to help an individual become more aware of how he functions as a person as opposed to a role, e.g. how he expresses his feelings, how he accepts personal responsibility, how he relates to others, what he communicates verbally and non-verbally. The group provides an experiential setting for individuals to discover themselves and others.  
Prerequisite: None  
Laboratory: 1 Seminar: 3  
No transfer credit

**HUD 120 Occupational Advisor Methods and Skills** Credits T.B.A.  
Designed to develop skills in the following areas; academic and career advising, referring clients to other personnel, assisting in instructional and group programs and interacting with a wide variety of clientele groups. Emphasis is placed on developing and understanding of the role and function of the paraprofessional person in the helping process.  
Prerequisite: Admission to the Occupational Information Advisor Program

Lecture: 3 Seminar: 1  
No transfer credit

**HUD 121 Occupational Advisor Applied Testing** Credits T.B.A.  
This course is designed to train the student to administer, score, profile and store selected standardized aptitude, interest, achievement tests and other inventories. The student will also develop some understanding of testing policies and theory and the use of tests in educational/vocational counselling.  
Prerequisite: Admission to the Occupational Information Advisor Program  
Lecture: 3 Seminar: 1  
No transfer credit

**HUD 122 Occupational Advisor Information Communication** Credits T.B.A.  
The course is designed to develop information giving skills. It will include oral and written communications with groups or individuals. Special

emphasis is placed on integrating these skills with the helping process.  
Prerequisite: Admission to the Occupational Information Advisor Program  
Lecture: 3 Seminar: 1  
No transfer credit

**HUD 123 Occupational Advisor Information Development** Credits T.B.A.  
This course is designed to develop skills in information gathering including identification of sources, retrieval, storage, ordering, coding, production, classification and displaying, with special application to career resource centres.  
Prerequisite: Admission to the Occupational Information Advisor Program  
Lecture: 3 Seminar: 1  
No transfer credit

**HUD 124 Occupational Advisor Field Placement** Credits T.B.A.  
The field placement consists of six weeks of full time work experience in community agencies. The agencies selected will offer the student an opportunity to be involved in helping roles and to take on the responsibilities of an Occupational Advisor.  
Prerequisite: Admission to the Occupational Information Advisor Program  
Thirty days of full time work experience  
No transfer credit

**HUD 130 Human Sexuality** 3 credits  
This course provides an opportunity to acquire information and to discuss current attitudes as they relate to the field of human sexuality, sex roles and responses, changing values and life styles, sexual behaviours and mores.  
Prerequisite: None  
Lecture: 2 Seminar: 2  
No transfer credit

**HUD 141 Lifestyle Options** 1½ credits  
This half-semester course begins by examining the structure of each individual's life style — the needs, values and beliefs that make us who we are. Students re-evaluate goals and directions in a process of awareness and informed decision-making. Discussion then centres on dynamic ways of dealing with the uncertainties of the present and future world. This course is intended to be of service to a variety of groups and different clientele and will be modified to suit their needs.  
Prerequisite: None  
Laboratory: 1 Seminar: 3  
No transfer credit

**HUD 142 Career Explorations** 1½ credits  
This half-semester course assists individuals in choosing an occupational area most related to their chosen lifestyle. Information resources concerning occupational areas, educational programs, training requirements and job trends and opportunities are presented; academic and physical abilities are considered in relation to previous life experiences. Class discussions and outside readings and research encourage sharing of information and experiences to help individuals consider the many alternatives available to them.  
Prerequisite: HUD 141 recommended  
Laboratory 1 Seminar: 3  
No transfer credit

**HUD 160 Interpersonal Communication and the Helping Process** 3 credits  
An integrated course designed to offer the student experience in learning basic communication skills for use in everyday life as well as introducing the use of those skills in one-to-one helping relationships. The course will be of special interest to those involved or wanting to become involved in "helping" roles in their communities.  
Prerequisite: None  
Seminar: 3 Student Directed Learning: 1  
No transfer credit

**HUD 260 Interpersonal Communications Skills** 1½ credits  
An intensive half-semester seminar and practicum approach to improve basic skills in the one-to-one helping process.  
Spring semester  
Prerequisite: HUD 160, or other courses (credit or non-credit) with similar content, or permission of the instructor  
Seminar: 3 Student Directed Learning: 1

**HUD 263 Group Process and Leadership Styles** 3 credits  
This course will consider aspects of the dynamics of groups including member roles and functions, stages of group development and strategies for improving group effectiveness as well as considering the function of leadership, the relationship of the leadership function to the stage of group development and the appropriateness of a variety of leadership styles.  
Prerequisites: HUD 160, or other courses (credit or non-credit) with similar content, or permission of the instructor  
Seminar: 3 Student Directed Learning: 1  
No transfer credit

## HUMAN SERVICES 46

**HMS 100 Human Services Introductory** 3 credits  
This core course is required in the Chemical Dependency Worker, Child Care Worker, Community Service Worker and Therapeutic Recreation Aide Programs. It is designed to introduce the student to the principle of normalization. The focus will be on the integration, planning and provision of services, the environmental aspects, and considerations related to the receivers and providers of service.  
Prerequisite: None (Practitioners who are taking the Child Care Program part-time should include this core course among the first five courses taken.)  
Lecture: 5 hours x 9 weeks  
Transfer credit limited

**HMS 101 Behaviour Management** 3 credits  
This course is an introductory study of the techniques used in managing human behaviour. Techniques in observing and measuring behaviour will be studied and various theories of behaviour management will be discussed. Particular emphasis will be placed on the development of skills used in helping change behaviour.  
Prerequisite: None  
Lecture: 5 hours x 9 weeks  
Transfer credit limited

**HMS 102 Community Resources** 3 credits  
This course will provide information on, and an analysis of, various community service systems, formal and informal, public and voluntary, traditional and newly established which provide human services in a community. Special consideration will be given to communication and cooperation among resource groups and referral agencies.  
Prerequisite: None  
Lecture: 4  
No transfer credit

**HMS 110 Child Growth and Development—Introductory** 3 credits  
Provides student with basic knowledge of general principles of child growth and development from conception to middle childhood. Introduction to fundamental research methods in child study will be co-ordinated with guided experience in observing and recording behaviour of young children. A prerequisite for all other courses in the E.C.E. Program.  
Prerequisite: Enrollment in the E.C.E. Program  
Lecture: 4  
No transfer credit

**HMS 111 Research Findings on Drug Use and Abuse** 3 credits  
This course is designed to give students a basic understanding of epidemiological research. It is not intended to teach research skills but rather to provide students with a sufficient understanding of the methods and limitations of research enabling them to grasp the significance of a particular research document. Also, the course will cover historically significant and current Canadian and B.C. research as well as sources of data.  
Prerequisite: None  
Lecture: 2 x 2  
No transfer credit

**HMS 113 Learning and Development** 3 credits  
This course is designed to provide students with an awareness of growth and development in the prenatal period, infancy, childhood, and adolescence. The major theories of development are described and evaluated. Major mile-stones in physical, cognitive, and emotional/social growth are identified and discussed. Deviances from these norms are discussed. The course also emphasizes the practical implications of important studies in child development.  
Prerequisite: None



Lecture: 5 hours x 9 weeks  
Transfer credit limited.

**HMS 131 Drug Abuse: Pharmacology & Physiology 2 credits**

This course will cover the pharmacology of the drugs of abuse including narcotics, depressants, stimulants, hallucinogens, cannabis, solvents and tobacco; the factors that affect drug response; and how drugs work in the body.

Prerequisite: None  
Lecture: 2 Seminar: ½  
No transfer credit

**HMS 134 Medical Implications/Causation and Effect 3 credits**

This course is designed to provide the student with a recognition of the whole person and the relation of disability to ability by outlining functional limitations and their effect on the vocational process. The emotional and social implications; effects of chemo-therapy, prosthesis, etc., and mental restoration process of both developmental and adventitious handicapping conditions.

Prerequisite: None  
Lecture: 4  
No transfer credit

**HMS 135 The Older Person: Understanding The Physical Aspects 3 credits**

Designed to advance some of the studies touched upon in HMS 145. There is heavy emphasis on student involvement and participation. Students will learn by doing and feeling and by actually experiencing various physical limitations.

Prerequisite: None. Students are encouraged to take HMS 145 or concurrently  
Lecture: 2 Seminar: 2  
No transfer credit

**HMS 140 Working With Children—Introductory 3 credits**

Enables students to achieve basic skills and techniques in planning and implementing developmental programs and guidance methods for young children in various organized pre-school settings. The importance of the social environment will be examined in depth. Special attention given to factors contributing to formation of stable relationships.

Prerequisite: Enrollment in the E.C.E. Program  
Workshop: 4  
No transfer credit

**HMS 142 Skills and Methods—The Skilled Worker 3 credits**

This course is designed for students in the Community Service Worker Program. It is designed to introduce the student to the processes involved in the helping relationships: stages of the helping interview; core dimensions in the helping relationship; perception and communication skills for effective helping; elaboration of action programs, i.e. assertiveness training; problem solving techniques.

Prerequisite: Enrollment in Community Service Worker Program  
Lecture: 2 Seminar: 2  
No transfer credit

**HMS 143 Human Dynamics 3 credits**

This course is designed to help the student gain more awareness of self as a person and to facilitate the use of self as a Child Care Worker. The nature of man will be examined in the light of many different theories of human behaviour with emphasis on humanistic psychology. The core concepts will be based on a continuum of values, knowledge, and skills. A three stage developmental model of helping will be presented. This model is action oriented and is based on skills training and the principles and techniques of behavioural change. Emphasis will be on practicing the skills and concepts discussed.

Prerequisite: None  
Lecture: 5 hours x 9 weeks  
Transfer credit limited

**HMS 144 Counselling Techniques/Intervention Skills 3 credits**

This course will provide the student with the objectives of the counselling process with particular emphasis on identifying the problem, gaining client participation, a working knowledge of testing and evaluation techniques and pitfalls of the vocational counsellor. It will include perception and communications skills, assertiveness training and problem-solving techniques.

Prerequisite: None  
Lecture: 4  
No transfer credit

**HMS 145 Working With The Older Person 3 credits**

Designed for those involved in caring for the older person, whether on a volunteer, paid, or family basis. Covers the social, psychological, and physical aspects of aging and provides information and direction to assist

one in dealing with them.

Prerequisite: None  
Lecture: 2 Seminar: 2  
No transfer credit

**HMS 146 Basic Skills for Foster Parents 3 credits**

This course is designed for experienced foster parents who want to improve their basic skills and effectiveness in working with children, natural parents, social service personnel and other community resource personnel.

Prerequisite: Students must be engaged in foster parenting

**HMS 147 Basic Social Work Methods 3 credits**

This is a basic course in the Direct Service Methods of Social Work—case-work, group work and community development and organization. It will examine the major concepts, principles, values and modes of intervention used in effecting change in individual, family, small group and community functioning.

Prerequisite: Applicants must be practicing Social Service Workers and must be initially evaluated for advance credit toward Social Work Registration by the Registrar of the Social Worker's Registration Act of B.C. (Telephone 732-1255 for further information regarding Social Work Registration evaluation.)

**HMS 148 Human Behaviour and the Social Environment 3 credits**

This course examines the factors that underlie an individual's social functioning. Throughout the course, emphasis will be placed on the implications for realizing Social Work objectives of maintaining, restoring or enhancing functioning.

Prerequisite: Applicants must be practicing Social Service Workers and must be initially evaluated for advance credit toward Social Work Registration by the Registrar of the Social Worker's Registration Act of B.C. (Telephone 732-1255 for further information regarding Social Work Registration evaluation.)

**HMS 149 Basic Skills For Group-Home Parents 3 credits**

Designed for group-home parents to enhance their basic skills in providing care and nurture for children in group-home settings. The roles and responsibilities of the group-home parents are studied, as well as community resources affecting the functioning of individual group homes. The importance of relationships and child-developmental knowledge as these pertain to the practical group-living situation is an integral part of the course.

Prerequisites: None, but experience in the work is desirable  
Four weekends  
No transfer credit

**HMS 150 Workshop Seminar—Introductory 3 credits**

Students participate in and plan various activities that are appropriate for use in day-care and pre-school centres. These include art and creative activities, music, rhythm and creative movement, science and social experiences, and communication through language and literature for young children.

Prerequisite: Enrollment in the E.C.E. Program  
Workshop: 4  
No transfer credit

**HMS 153 Activities and Routines in Living—Introductory 3 credits**

This course is designed to introduce the students to the importance of activities and routines. The material is related to a wide range of disabilities. Health and safety maintenance, daily routines, self care skills and specific means to broaden an individual's horizon are included in the course.

Prerequisite: None  
Lecture: 5 hours x 9 weeks  
Transfer credit limited

**HMS 154 Effective Production Skills in Vocational Settings 3 credits**

The student will learn basic principles of efficient flow lines, task analysis and job modification, production and inventory controls, costing and processing within a work setting as well as a working knowledge of the tools of work (bills, invoices, docket sheets, work sheets, etc.). Some time will be devoted to instructional techniques, goal, identification and setting.

Prerequisite: None  
Lecture: 4  
No transfer credit

**HMS 155 The Older Person: Practical Aspects of Communication and Activation 3 credits**

Designed to assist students to understand their own relationship in human service situations, whether on a professional or personal level and to advance some of the studies touched upon in HMS 145.

Prerequisite: None. Students are encouraged to take HMS 145 before or

concurrently  
Lecture: 2 Seminar: 2  
No transfer credit

**HMS 160 Career Relations & Resources—Introductory** 3 credits  
Designed for those entering the EARLY CHILDHOOD EDUCATION field. This course explores career skills for effective relationships with parents, colleagues and administrators, and the utilization of community resources. Course content will relate specifically to the career responsibilities of meeting the needs of young children in the E.C.E. setting.

**HMS 161 Intervening & Changing the Chemically Dependent** 2 credits  
The intent of this course is to give students a general knowledge of the conceptual models of chemical dependency and a description of how and why society deals with chemical dependency. Course content will include conceptual models, historical aspects, law and social policy, economic cost benefits, provincial strategies, treatment modalities and the B.C. system of care.  
Prerequisite: None  
Lecture: 2 Seminar: 1  
No transfer credit

**HMS 164 Vocational Services Process** 3 credits  
This course is designed to introduce the student to the principles of normalization and provide an understanding of the social/vocational implications of handicaps as they pertain to the world of work. Identification of the work ethic as well as training techniques and methods will be covered. This course will include a history of vocational services to the handicapped and range of suitable occupations.  
Prerequisite: None  
Lecture: 4  
No transfer credit

**HMS 166 Occupational Alcoholism: Employee Assistance Program** 3 credits  
Management and labour groups have found it makes good sense to provide services in the work place for employees whose on-the-job performance may be affected by their health or personal problems. But how is this done? Who should be involved? How much does it cost? This course is designed to introduce participants to the field of employee assistance programming (E.A.P.) in general and to Occupational Alcoholism in specific. This course is offered on a limited basis.  
Prerequisite: None  
Lecture: 2 x 2  
No transfer credit

**HMS 180 E.C.E. Practicum** 3 credits  
Provides students with direct experience and involvement with infants and young children in various practicum placement centres. Students will spend two days a week in assigned practicum centres throughout the entire semester.  
Prerequisite: Enrollment in the E.C.E. Program  
Practicum in the field (oof campus): Two days a week plus one full week

**HMS 182 Community Service Field Work** 3 credits  
These field placements provide an opportunity for the student to learn-by-doing under direction and supervision. Students apply classroom learning as well as their own unique life experience to their work in various human service agencies in the community two days a week. Students also attend a two-hour weekly discussion group conducted by their field work instructor to assist in integrating classroom learning with their field work practice and to share ideas, thoughts and feelings pertinent to their field work.  
Prerequisite: Enrollment in the Community Service Worker Program  
Field Work: Two days a week  
No transfer credit

**HMS 183 Child Care Practicum I** 5 credits  
The practicum comprises two four-week blocks of realistic work experience in community settings. The student will experience involvement with developmentally disabled individuals in residential and/or day programs under supervision from a staff member in the setting and an instructor from the college program. There are three-week modules of classroom learning before and after each practicum block. During the practicum, there are weekly seminars which are essential in the integration of classroom material and field work experience.  
Prerequisite: Enrollment in the full-time Child Care Worker Program  
Two four-week experiences  
Transferable to UVic

**HMS 200 Human Services Advanced** 3 credits  
This core course is required in the Chemical Dependency Worker, Child Care Worker and Community Service Worker Programs. It introduces students to the structure and process of community-based human service systems including their administration and policy guidelines, evaluation,

volunteer programs and current legislation. The Program Analysis of Service Systems (PASS) will be explained. All this will be discussed within the principle of normalization.  
Prerequisite: HMS 100  
Lecture: 5 hours x 9 weeks  
Transfer credit limited

**HMS 201 Family and Change** 3 credits  
This course is an introductory study of the family as a dynamic system. Emphasis will be placed on examining skills necessary in working with families, especially families in crisis. Core material will be presented which outlines the major assumptions governing family structure and process. This material will be looked at in terms of systems theory.  
Prerequisite: HMS 101  
Lecture: 5 hours x 9 weeks  
Transfer credit limited

**HMS 210 Child Growth and Development—Advanced** 3 credits  
Provides student with a knowledge of theories of personality development from infancy to middle childhood. Emphasis, upon developmental sequence and personality integration. Mental health, primarily focused on developing trust and security in the adult-child relationship, is studied. Techniques for identifying and assessing personality patterns in young children are explored.  
Prerequisite: HMS 110  
Lecture: 4  
No transfer credit

**HMS 233 Individual Differences** 3 credits  
This course is designed to acquaint the student with a wide spectrum of the developmental disabilities and individual differences which exist. The course attempts to examine the etiology of these disabilities and differences as well as looking at traditional and innovative approaches to dealing with them.  
Prerequisite: HMS 113  
Lecture: 5 hours x 9 weeks  
Transfer credit limited

**HMS 240 Working With Children—Advanced** 3 credits  
Students acquire further skills, knowledge, and attitudes that will enable them to plan a physical and social environment conducive to supporting and developing the child's total personality.  
Prerequisite: HMS 140  
Lecture: 4  
No transfer credit

**HMS 242 Skills and Methods—The Group Worker** 3 credits  
This second semester skills course concentrates on training the student to work effectively in task oriented groups. It focuses on both content and process, and presents a functional leadership theoretical orientation.  
Prerequisite: HMS 142  
Lecture: 2 Seminar: 2  
No transfer credit

**HMS 243 Group Work in Child Care** 3 credits  
This course will emphasize the potential uses of groups in the Human Service field. The major themes of the course will be the examination of various types of groups and their inter-relatedness, examination of roles, membership, leadership styles, group process and methods. The central focus will be how to work in groups to provide for development of individual potential.  
Prerequisite: HMS 143  
Lecture: 5 hours x 9 weeks  
Transfer credit limited

**HMS 250 Workshop Seminar—Advanced** 3 credits  
Special attention to the utilization of play materials for the purpose of developing specific skills and interests in children.  
Prerequisite: HMS 150  
Workshop: 4  
No transfer credit

**HMS 253 Activities and Routines in Living Advanced** 3 credits  
This course is a study of a spectrum of activities in the total life of developmentally disabled individuals. The focus will be on activities in areas of leisure, home management and vocational preparation. The content will strongly emphasize how activities can be adapted to different developmental levels and disabilities and how individual potential can be maximized personally and socially.  
Prerequisite: HMS 153  
Lecture: 5 hours x 9 weeks  
Transfer credit limited

**HMS 260 Career Relations & Resources—Advanced** 3 credits  
Designed for those entering the EARLY CHILDHOOD EDUCATION field. This course advances the study in HMS 135 of career skills for effective relationships with parents, colleagues and administrators, and the utilization of community resources. Course content will relate specifically to the career responsibilities of meeting the needs of young children in the E.C.E. setting.  
Prerequisite: HMS 135 or permission of Program Supervisor  
Lecture: 4  
No transfer credit

**HMS 262 Financial Assistance Skills** 3 credits  
This is a basic conceptual and technical course in the delivery of income assistance services in the Province of British Columbia. It will examine the statutes, regulations and policies, program administration, service delivery structures and procedures.  
Prerequisite: Students must be graduates of/or in the final semester of the Community Service Worker Program at Douglas College or new financial assistance practitioners in the human services field  
Lecture: 2 Seminar: 1  
No transfer credit

**HMS 280 E.C.E. Practicum** 3 credits  
Under the supervision and in-service assistance of sponsor supervisors and course instructors, the student gains further opportunity for practical application of knowledge acquired in the core courses.  
Prerequisite: HMS 180  
Practicum in the field (off campus): Two days a week plus one full week  
No transfer credit

**HMS 282 Community Service Field Work** 3 credits  
These field placements provide an opportunity for the student to learn-by-doing under direction and supervision. Students apply classroom learning as well as their own unique life experiences to their work in various human service agencies in the community two days a week. Students also attend a two hour weekly discussion group conducted by their field work instructor to assist in integrating classroom learning with their field work practice and to share ideas, thoughts, and feelings pertinent to the field work.  
Prerequisite: HMS 182  
Field Work: Two days a week  
No transfer credit

**HMS 283 Child Care Practicum II** 6 credits  
The practicum comprises two five-week blocks of realistic work experience in community settings. The student will experience involvement with developmentally disabled individuals in residential and/or day programs

under supervision from a staff member in the setting and an instructor from the college program. There are three-week modules of classroom learning before and after each practicum block. During the practicum, there are weekly seminars which are essential in the integration of classroom material and field work experience.  
Prerequisite: HMS 183  
Two five-week experiences  
Transferable to UVic

**HMS 288 Child Care Practicum I Part-Time Program** 3 credits  
This practicum comprises 140 hours of realistic work experience in a community setting. The student will experience involvement with developmentally disabled individuals in residential and/or day programs. The practicum includes discussions with college faculty supervisors focused on mastery of a set of competencies.  
Prerequisites: 1) Verification of work or volunteer experience equivalent to HMS 183 Practicum  
2a) Five CCW courses including HMS 100  
2b) Verification of at least six to eight hours a week of volunteer or work experience during the period in which these courses were taken  
One four week experience or equivalent  
Transferable to UVic

**HMS 289 Child Care Practicum II Part-Time Program** 3 credits  
This practicum comprises 140 hours of realistic work experience in a community setting. The student will experience involvement with developmentally-disabled individuals in residential and/or day programs. The practicum includes discussions with college faculty supervisors focused on mastery of a different set of competencies.  
Prerequisite: HMS 288  
NOTE: HMS 288 plus HMS 289 is equivalent to HMS 283  
One four week experience or equivalent  
Transferable to UVic

**HMS 360 Administrative Skills for Early Childhood Education Centres** 3 credits applied for  
Designed for registered personnel in licensed Pre-School Centres and Early Childhood Education graduates of training programs recognized by the Provincial Child Care Facilities Licensing Board. It provides post-basic upgrading in administrative principles, organizational procedures and in legal/legislative information pertaining to the operation of licensed Pre-School Centres in the Province of British Columbia.  
Prerequisite: Pre-School Supervisor's status under the Provincial Child Care Facilities Licensing Board.  
Lecture: 2 Seminar: 2  
No transfer credit

## HUMANITIES

**HUM 100 Issues Facing the 20th Century (1900-1945)** 3 credits  
An interdisciplinary approach to world literature from 1900 to 1945 to provide an understanding of the 20th-century mind as reflected in works of modern writers. Introduces major issues relating to the human condition in the present century. Works of imaginative literature are used to illustrate problems such as alienation, evil, freedom, morality and science, myth-making, and dehumanization. The disciplines of Philosophy, History, Psychology, Fine Arts and Theology will be related to the works discussed.  
Prerequisite: None  
Lecture: 4  
Transferable to UBC, SFU and UVic

**HUM 110 European Thought and Culture** 3 credits  
This is the first part of a two-semester course. It will impart a knowledge of the major developments in art, literature, philosophy, religion and science which exerted a civilizing influence upon western man between 450 and 1550 A.D. Works of art and ideas will be illustrated by films, including the acclaimed BBC-TV series, "Civilization — a personal view", by Sir Kenneth Clark.  
Prerequisite: None  
Lecture: 2 Seminar: 2  
Transferable to UBC, SFU and UVic

**HUM 120 European Cultural Change** 3 credits  
A study of major developments in European thought and culture from the Protestant Reformation to the present. Examines problems in art, literature, philosophy, science, religion, and society, with emphasis on their inter-relationships. Shows how certain cultural and intellectual movements have shaped the modern mind. Provides a background for further studies in areas such as art, literature, philosophy, science,

religion and society.  
Prerequisite: None  
Lecture: 2 Seminar: 2  
Transferable to UBC, SFU and UVic

**HUM 130 Frontiers of Thought** 3 credits  
An introductory appreciation of the frontiers of thought in the areas of: People and Their World (sciences); People and Their Society (social sciences); People and Their Minds (Humanities). Specialized disciplines contributing to our understanding of these areas are examined. Presentations are interdisciplinary and non-technical, and assume no student acquaintance with the subject matter. For those whose programs would not normally include these disciplines, as well as for those desiring a general survey course.  
Prerequisite: None  
Lecture: 4  
Transferable to UBC, SFU and UVic.

**HUM 131 Frontiers of Culture: The Alienated Mind** 3 credits  
Throughout human experience, social upheavals have resulted in alienation and a search for a new identity. This interdisciplinary course provides an understanding of the human situation in the 20th century through disciplines such as history, fine arts, philosophy, English and religion. Themes of alienation, love, the anti-hero, the quest journey, and existentialism, as well as their various modes of expression, are examined. The final portion looks at the futurists. This course further pursues the People and Their Minds theme of Frontiers of Thought.  
Prerequisite: None  
Lecture: 2 Seminar: 2  
Transferable to UBC and UVic

**HUM 140 Contemporary European Reflection (1945-Present) 3 credits**  
An interdisciplinary approach to contemporary world literature from 1945 to the present to provide some understanding of the 20th-century mind as reflected in works of contemporary writers. Introduces major issues relating to the human condition in the 20th century. The disciplines of Philosophy, History, Psychology, Fine Arts and Theology will be related to the works discussed.  
Prerequisite: None  
Lecture: 4  
Transferable to UBC, SFU and UVic

**HUM 141 19th Century Insights and Challenges 3 credits**  
An interdisciplinary approach to Continental European Literature of the nineteenth century. The object of this course is to give the student an understanding of the nineteenth century mind as reflected in the works of its major writers. The student will be introduced to some of the major issues relating to the human condition in the nineteenth century. Disciplines such as History, Philosophy, Psychology and Theology will be related to the topics discussed.  
Prerequisite: None  
Lecture: 4  
Transferable to SFU and UVic

## INTERIOR DESIGN - 20

**INT 100 Drawing and Rendering for Interior Design 3 credits**  
The use of pencil, ink, and water colors, or casein painting techniques as applied to presentation of sketches. Basic drawing and sketching studied, with emphasis on perspective and proportion.  
Prerequisite: None  
Laboratory: 6  
No transfer credit

**INT 102 Italian and French Furniture 3 credits**  
History of furniture, beginning with Egyptian, Greek and Roman styles, followed by detailed study of Italian and French. Includes architectural settings, furniture, and decorative motifs. Sketches of furniture and room settings required.  
Prerequisite: None  
Lecture: 4  
No transfer credit

**INT 103 Color and Building Materials 3 credits**  
Psychological and physical representation of color in relation to space, form, texture, and light with application to residential and commercial interior design. A study of materials (plaster, glass, metals, masonry, solid wood, plywood, plastics, etc.) in relation to the building industry and interior design.  
Prerequisite: Complete Color Vision  
Lecture: 4  
No transfer credit

**INT 110 Theory of Design 3 credits**  
An analysis of man's physical and esthetic needs for his buildings. Introduction to the principles of design (balance, harmony, rhythm), and how space is ordered and defined through the use of line, area, value, color, texture, and light.  
Prerequisite: None  
Lecture: 4  
No transfer credit

**INT 120 Drafting and Perspective 4 credits**  
Drafting in pencil and pen and ink. A study of three-dimensional objects and interior spaces to be represented in two and three dimensions on paper.  
Prerequisite: None  
Laboratory: 8  
No transfer credit

**INT 200 Drawing for Interior Design 2 credits**  
Explores the use of various common and useful wet and dry media to provide insight and skills for interior designs presentation renderings and illustrations. Stresses drawing methods appropriate to various media.  
Prerequisite: INT 100  
Laboratory: 3  
No transfer credit

**INT 203 English and American Furniture 3 credits**  
History of English and American furniture styles from Gothic, Renaissance, and Neoclassic to Modern. Includes architectural settings as well as furniture and decorative motifs. Sketches of furniture and room settings required.  
Prerequisite: None  
Lecture: 4  
No transfer credit

**INT 205 Materials for Interior Design 3 credits**  
A study of applied or "decorative" materials specified for commercial and residential interiors. The properties and care of natural and synthetic fibres examined with reference to the manufacture of carpets, fabrics, and wall coverings.  
Prerequisite: None  
Lecture: 3  
No transfer credit

**INT 210 Theory of Residential Design 3 credits**  
The theory of residential design in the contemporary and traditional architecture forms. An analysis of interior spaces, esthetics, and function, as well as of furniture requirements and planning. Includes a study of architectural concepts and works of Frank Lloyd Wright and Walter Gropius.  
Prerequisite: INT 110  
Corequisite: INT 220  
Lecture: 4  
No transfer credit

**INT 220 Residential Interior Design 4 credits**  
Contemporary and traditional residential interior design, including space planning, furniture layout and selection, design in elevation drawing, selection of materials, and perspective drawing and rendering. Drafting and design projects include a two-bedroom apartment, a contemporary and a traditional house, and other related domestic interiors.  
Prerequisite: INT 120  
Corequisite: INT 210  
Laboratory: 8  
No transfer credit

**INT 221 Rendering and Presentation 2 credits**  
Techniques, methods, and materials used by interior designers for rendering and presentation of interior design work. Rendering of perspective drawings related to Residential Interior Design INT 220, as well as to sketches from magazines.  
Prerequisites: INT 100 and INT 120  
Laboratory: 3  
No transfer credit

**INT 310 Theory of Office Interior Design 3 credits**  
Basic theory of commercial interior design, including office planning, public lounge areas, and small commercial eating facilities. A study of interior space regarding esthetics and function, as well as space layout and furniture requirements. Architectural concepts and work of Ludwig Mies, Vander Rohe, and Le Corbusier studied. Students visit various office installations.  
Prerequisite: INT 210  
Corequisite: INT 320  
Lecture: 3  
No transfer credit

**INT 320 Office Interior Design 4 credits**  
Practical problems in designing commercial office interiors. Solutions may be presented in the form of floor plans, furniture layout and selection, design in elevation drawing, selection of materials, perspective drawing, rendering, and photographing scale models. Drafting and design work consists of such projects as an apartment lobby, a travel agency, a landscaped office, and a daytime restaurant. Students visit furniture factories and make drawings of custom office units for factory fabrication.  
Prerequisite: INT 220  
Corequisite: INT 310  
Laboratory: 8  
No transfer credit

**INT 321 Graphic Presentation 2 credits**  
A study of techniques, methods, and materials used by interior designers for rendering and presentation of interior design work. Rendering of perspective drawing and graphics related to Office Interior Design INT 320, as well as to sketches from magazines.  
Prerequisite: INT 221  
Laboratory: 3  
No transfer credit

**INT 322 Interior Detailing and Mechanical 3 credits**  
Theory of construction processes, materials and detailing of basic interior architectural components, such as doors, windows, floors, ceilings and walls; interior millwork and custom designed units. Mechanical, electrical

and lighting requirements and layouts as related to interior design. Field trips and detailing projects related to office interior design.

Prerequisites: First year interior design

Corequisites: INT 320

Lecture: 3 Seminar: 1

No transfer credit

**INT 380 Interior Design Work Experience 1-5 credits**

As part of the third-semester Interior Design Program, student-placement work experience may be in furniture, drapery, carpet, paint, or wallpaper departments of retail outlets or design studios. Credits vary according to total hours of employment.

Prerequisite: Completion of one year of Interior Design

Seminar: 1 Field experience: TBA

No transfer credit

**INT 406 Special Projects in Interior Design 3 credits**

Short-term projects in commercial or residential design. Students make quick presentation of projects: e.g. doctor's office, theatre lobby, showroom, display, board room, public lounge, etc.

Prerequisite: Completion of three semesters of Interior Design

Laboratory: 6

No transfer credit

**INT 410 Theory of Hotel-Motel Interior Design 3 credits**

Emphasis is on design of hotel and motel sleeping accommodations, registration desk, public lounges, restaurants, kitchens, and cocktail lounges. An analysis of interior spaces regarding esthetics and function, as

well as space layout and furniture requirements. Students analyze contemporary interior space, visiting local commercial offices and hotels.

Prerequisite: INT 310

Corequisite: INT 420

Lecture: 4

No transfer credit

**INT 420 Hotel-Motel Interior Design 4 credits**

Practical problems in designing hotel-motel interiors involving assumed conditions. Solutions may be presented in the form of space planning, furniture layout and selection, design in elevation drawing, selection of materials, and perspective drawing and rendering. Drafting and design work consists of such projects as hotel-motel suite, public lounge, restaurant, kitchen, and cocktail lounge. Students detail custom hotel units for factory fabrication.

Prerequisite: INT 320

Corequisite: INT 410

Laboratory: 8

No transfer credit

**INT 421 Graphic Presentation 2 credits**

A continuation of Interior Design INT 321, studying techniques, methods, and materials used by interior designers for rendering and presentation of interior design work. Rendering consists of perspective drawing and graphics related to Commercial Interior Design INT 420.

Prerequisite: INT 321

Laboratory: 3

No transfer credit

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## LIBRARY

**LIB 101 Student and Successful Research Methods 3 credits**

A course designed to acquaint the student to methods of research and the materials available in the library to aid in this research. The course will allow the student to gain practical knowledge of research tools and will illustrate how complete use of the library can lead to more efficient use of time and better academic performance.

Prerequisite: None

Lecture: 3 Laboratory: 1

No transfer credit

**SD 111 Skills for College Library Research 1½ credits**

A half-semester course in methods of essay organization and the skill needed to do efficient research. Students are encouraged to bring specific research problems to the tutorial.

Prerequisite: None

Lecture: 2 Laboratory: 1

No transfer credit

**LIB 112 Basic Library Skills 1½ credits**

General introduction to libraries and library users, selection and acquisition of library materials, organization of library materials, the reference function and the circulation of materials.

Prerequisite: None

Lecture: 2 Laboratory: 1

No transfer credit

**LIB 113 Basic Reference Skills 1½ credits**

The course will present basic reference sources and attempt to develop efficient searching methods. It will be particularly useful for library workers, students, businessmen and others who deal regularly with informational questions.

Prerequisite: General library experience would be useful

Lecture: 2 Laboratory: 1

No transfer credit

**LIB 115 Basic Audio Visual Skills 1½ credits**

This course will concentrate on demonstrating the skills required to operate and maintain a variety of audio and visual equipment. Students will acquire an understanding of the problems associated with the handling and storage of software.

Prerequisites: None

Lecture 2 Laboratory: 1

No transfer credit

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## MARKETING

**MRK 100 Retail Merchandising 3 credits**

A study of merchandising principles, practices, and processes as they relate to the total marketing process. Content will include the consumer—his importance and behaviour, buying methods and sources of supply, selling, sales promotion methods and media, inventory control, human relations, advertising and display. Laboratory sessions and individual projects plus practical application of theories studied will be emphasized during this course.

Fall semester

Prerequisite: None

Lecture: 2 Seminar: 1 Student-directed learning: 1

No transfer credit

**MRK 120 Basic Marketing 3 credits**

A descriptive survey of basic Canadian marketing functions and institutions, such as distribution channels, merchandising, and sales promotion of products for industrial and consumer markets.

Fall semester

Prerequisite: None

Lecture: 2 Seminar: 2

No transfer credit

**MRK 290 Consumer Behaviour 3 credits**

The analysis of the behaviour that consumers display in searching for, purchasing, using and evaluating products, services and ideas which they expect will satisfy their needs. This will be accomplished by the examination of the decision-making process involved in the allocation of resources to consumption-related items.

Spring semester

Prerequisite: MRK 120 or by permission

Lecture: 2 Seminar: 2

No transfer credit

**MRK 310 Sales Workshop 1½ credits**

A computer simulation of a marketing game, where students (teams) make product, price, promotion, distribution and market research decisions specific to the successful operation of their firm and are responsible for the financial results achieved.

Fall semester

Prerequisite: MRK 100 or MRK 120 or by permission

Seminar: 2

No transfer credit

**MRK 350 Dynamic Selling** 3 credits  
 An intensive study of techniques used in selling goods and services, with the opportunity of practising some of them. Includes consumer behaviour and aspects of psychology in the process of selling, as well as methods of preparing and delivering various types of speeches.  
 Fall semester  
 Prerequisite: None  
 Lecture: 2 Seminar: 2  
 No transfer credit

**MRK 381 Merchandising Work Experience** 1-10 credits  
 Includes 300 to 800 hours of paid work in a retail outlet under College supervision.  
 Fall, spring and summer semesters  
 Prerequisites: MRK 120, permission of instructor, and second-year standing  
 No transfer credit

**MRK 382 Merchandising Work-Experience Seminar** 2 credits  
 Students meet once weekly to discuss experiences of the course.  
 Fall semester  
 Prerequisite: MRK 100  
 Corequisite: MRK 381  
 Seminar: 2  
 No transfer credit

**MRK 390 Marketing Management** 3 credits  
 An advanced, detailed study of market planning, market research, and practices of middlemen and their role in the marketing process. Problems inherent in wholesaling, product mix, sales promotion, investment, warehousing, and shipping are covered, along with case studies.  
 Fall semester  
 Prerequisite: MRK 120 or permission of instructor

Lecture: 2 Seminar: 1 Student-directed learning: 1  
 No transfer credit

**MRK 401 Advertising** 3 credits  
 This course is concerned with promotion, especially the form of promotion known as advertising. As well as covering the advertising process from the standpoint of the firm, this course will cover the nature and process of communication and examine the impact of advertising on the consumer.  
 Spring semester  
 Prerequisite: MRK 100 or MRK 120  
 Lecture: 2 Seminar: 2  
 No transfer credit

**MRK 410 Sales Management** 3 credits  
 A comprehensive course in sales management principles and methods; allocation of priorities to the company's sales objectives and responsibilities; formulation of sales policy; tasks of planning, organizing, staffing, and controlling the work of the field sales force.  
 Spring semester  
 Prerequisite: MRK 120 or permission of instructor  
 Lecture: 4  
 No transfer credit

**MRK 490 Retail Management** 3 credits  
 This advanced course in retail merchandising takes advantage of work done during work-experience program. Students study and practise methods of planning, budgeting, and programming resources. Extensive use made of case studies and assignments to simulate business conditions.  
 Spring semester  
 Prerequisite: MRK 100, MRK 120 or permission of instructor  
 Lecture: 2 Seminar: 2 Student-directed learning: 1  
 No transfer credit

## MATHEMATICS 14

Many university departments require credits in mathematics at the first year or second year level for admission to certain upper-division courses. Students are therefore urged to consult the appropriate calendars or a mathematics instructor at Douglas for details of specific mathematics requirements.

All students registering for the first time in mathematics at Douglas ought to write our assessment test prior to registration to determine if their background knowledge is adequate for their elected courses. Students who appear to have a low probability of success will be advised to register in an appropriate preparatory course. Douglas offers a spectrum of mathematics courses at all levels.

Subject to their assessment results, students should anticipate enrolling as follows:

- 1) Students with an A or B in Algebra 12 who wish to receive credit for first year Calculus at a University should enroll in:
 

Semester 1 .....	MAT 120
Semester 2 .....	MAT 220

 Students who plan to take mathematics in their second year at Douglas or UBC must in addition take MAT 131 in semester 1 or 2. (Note: First year calculus is required for those planning to take mathematics, science, pharmacy, applied science, agriculture, or forestry and recommended for those planning to take medicine or dentistry.)
- 2) Students with a C grade in Algebra 12 or only Algebra 11 (A or B grade) who require the above courses should enroll in MAT 112 first, which is prerequisite to the calculus.
- 3) Students with a C grade in Algebra 12 or only Algebra 11 who can take UBC MAT 130 as an alternative to the calculus (medicine and dentistry) may enroll in MAT.150 and 250.
- 4) Students with a C grade in Algebra 11 or only B.C. Mathematics 10 who wish to receive credit for first year calculus at a University should enroll in:
 

Semester 1 .....	MAT 103
Semester 2 .....	MAT 112
Semester 3 .....	MAT 120
Semester 4 .....	MAT 220
- 5) Students with less than B.C. Mathematics 10 should first enroll in MAT 102.
- 6) Students transferring to the Faculty of Commerce and Business Administration at UBC should take the following:
 

Semester 1 .....	MAT 150
Semester 2 .....	MAT 250
Semester 3 .....	MAT 350

Semester 4 ..... MAT 450  
 (NOTE: Students with a C grade in Algebra 11 should complete the MAT 103 course before taking MAT 250. Students with only B.C. Mathematics 10 must take MAT 103 prior to MAT 150.)

- 7) Students who wish to complete their second year of mathematics at Douglas should take, in addition to the courses listed in Paragraph 1, the following courses:
 

Semester 3 .....	MAT 321 and MAT 231
Semester 4 .....	MAT 421

**MAT 100 Mathematics: Reality or Unreality** 3 credits  
 Designed to give the liberal arts student an insight into the use of mathematics and the role of mathematicians in the development of models of widely differing real-life situations.  
 Offered on sufficient demand  
 Prerequisite: None  
 Lecture: 2 Seminar: 1  
 Transferable to UBC and SFU

**MAT 102 Fundamental Mathematics** 3 credits  
 Arithmetic, measurement, area, volume, SI (metric system), graphs and charts, ratio, percentage, introduction to algebra and geometry, and word problems. Of special interest to students entering career programs.  
 Summer and fall semesters  
 Prerequisite: None  
 Lectures and Tutorials: 4  
 No transfer credit

**MAT 103 Intermediate Algebra with Trigonometry** 3 credits  
 This course quickly reviews the algebraic content of MAT 102 and continues to the study of more advanced topics in algebra. Introduces the logarithm, trigonometry, and Cartesian geometry.  
 Spring, summer and fall semesters  
 Prerequisite: MAT 102 or equivalent (see introductory comments)  
 Lectures and Tutorials: 4  
 No transfer credit

**MAT 112 College Mathematics** 3 credits  
 Polynomial, rational, exponential, logarithmic, and circular functions. Conic sections. Trigonometric identities. Intended for students planning to proceed to MAT 120 Calculus.  
 Spring, summer and fall semesters  
 Prerequisite: MAT 103 or equivalent (See introductory comments)  
 Lectures and Tutorials: 4  
 Transferable to SFU

**MAT 120 Calculus** 3 credits  
An introductory calculus course primarily for science students. Differentiation and Integration of polynomial, rational and trigonometric functions. Application to include graphing, maxima and minima, simple area, rectilinear motion, related rates and work.  
Spring, summer and fall semesters  
Prerequisite: MAT 112 or equivalent (see introductory comments)  
Lecture: 4  
Transferable to UBC and SFU

**MAT 131 Vectors and Matrices** 2 credits  
An elementary introduction to vector spaces, matrices and determinants; applications to the solution of simultaneous equations. This course must be taken in first year by students who plan to take mathematics beyond the first year.  
Spring and fall semesters  
Prerequisite: MAT 112 or equivalent (see introductory comments)  
Lecture: 2  
Transferable to UBC and SFU

**MAT 150 Finite Mathematics** 3 credits  
The study of counting processes, including mathematical induction, binomial theorem, elementary sequences and series and combinatorics. Elementary probability theory, linear programming.  
Spring, summer and fall semesters  
Prerequisite: MAT 103 or equivalent (see introductory comments)  
Lecture: 3 Tutorial: 1  
Transferable to UBC and SFU

**MAT 220 Calculus** 3 credits  
A continuation of MAT 120 to logarithmic, exponential and inverse trigonometric functions with additional applications. Techniques of integration, polar coordinates, parametric equations, Taylor polynomials, sequences and series, simple differential equations.  
Spring, summer and fall semesters  
Prerequisite: MAT 120 or equivalent  
Lecture: 4  
Transferable to UBC and SFU

**MAT 231 Linear Algebra** 2 credits  
Continues MAT 131, presenting vector spaces other than  $\mathbb{R}^n$  and developing the idea of an abstract vector space. Linear transformations and their eigenvectors. Isomorphism.  
Fall semester  
Prerequisite: MAT 131  
Lecture: 2  
Transferable to UBC and SFU

**MAT 250 Elements of Calculus with Applications** 3 credits  
A brief introduction to differential and integral calculus, with heavy emphasis on application in fields of social and biological sciences and commerce. With MAT 150, this course provides a broad introduction to the uses of mathematics in other than physical science.  
Spring semester, and, on sufficient demand, in the fall  
Prerequisite: MAT 103 or equivalent (see introductory comments)  
Lecture: 4  
Transferable to UBC and SFU

**MAT 321 Calculus** 3 credits  
Differential and integral calculus of functions of several variables and introduction to potential theory.  
Fall semester  
Prerequisite: MAT 220 and MAT 131  
Lecture: 4  
Transferable to UBC and SFU

**MAT 350 Quantitative Methods** 3 credits  
Applications of mathematics to business and economics with emphasis on linear models. Includes linear equations, matrix methods, supply and demand, input-output models, linear macro-economic models, linear programming, linear difference equations, and the theory of interest.  
Fall semester  
Prerequisite: MAT 150 and 250 preferred; other possible prerequisites: MAT 220 and 131, or MAT 150 and 120  
Lecture: 3  
Transferable to UBC and SFU

**MAT 421 Differential Equation and Series** 3 credits  
The theory of ordinary differential equations, their solution by quadrature, series and numerical (graphical) methods, and a brief look at partial differential equations.  
Spring semester  
Prerequisite: MAT 231 and MAT 321 or B standing in MAT 131 and MAT 220  
Lecture: 4

**MAT 450 Quantitative Methods** 3 credits  
Applications of mathematics to business and economics, with emphasis on non-linear models. Includes non-linear functions, transformations of data, marginal analysis, Lagrange multipliers, utility theory, non-linear programming, method of least squares, and differential equations.  
Spring semester  
Prerequisite: MAT 150 and MAT 250 (and MAT 350 preferred)  
Lecture: 2 Tutorial: 2  
Transferable to UBC and SFU

## MODERN LANGUAGES *no*

Most Modern Language courses are designed as two-semester sequences. The second semester should be taken immediately after the first to maintain continuity. There may be difficulty in obtaining transfer credit for a single semester of a course that is designed as a two-semester unit. Sometimes the two one-semester halves of a course, such as MODL 141 and MODL 241, are given in the same semester, in an accelerated course, where the amount of work done and the number of credits obtained are doubled. When planning your course load, count the accelerated course as two courses. The sequential courses, such as MODL 341 and MODL 441, may then be taken in the following semester. Where instructor's permission is required to take a course, it should be obtained in writing at registration.

CLASS ATTENDANCE AND PARTICIPATION ARE ESSENTIAL.

### EQUIVALENCIES AT B.C. UNIVERSITIES

All Douglas College Modern Language courses are worth 3 unassigned credits at SFU.

For transfer credits please consult the Douglas College transfer guide.

**MODL 120 Basic German** 3 credit  
For those with little or no experience in the language.  
Fall semester  
Prerequisite: None  
Seminar: 4  
Transferable to UBC, SFU and UVic

**MODL 121 German Language** 3 credits  
Language and introductory literature for those with secondary-school German or a German background.

Fall semester  
Prerequisite: MODL 220 or permission of instructor  
Seminar: 4  
Transferable to UBC, SFU and UVic

**MODL 130 French for Beginners** 3 credits  
This is a one-semester course for students who have had little or no formal French instruction. It is an oral approach to French, preparatory to MODL 140.  
Spring and summer semesters  
Prerequisite: None  
Seminar: 4  
Transferable to SFU

**MODL 140 Basic French** 3 credits  
This is the first half of a two-semester sequence to enable students to express themselves in both basic conversational and written French through an intensive oral and written approach.  
Fall semester (Also offered with MODL 240 in an accelerated one-semester course of 8 hrs./wk. worth 6 credits)  
Prerequisite: Grade 11 French, or equivalent  
Seminar: 4  
Transferable to UBC, SFU and UVic

**MODL 141 French Language** 3 credits  
This is the first half of a two-semester sequence providing exercises in spoken and written French, using modern French writings.  
Fall semester (Also offered with MODL 241 in an accelerated one-semester course of 8 hrs./wk. worth 6 credits)  
Prerequisite: French 12 or permission of instructor



Seminar: 4  
Transferable to UBC, SFU and UVic

**MODL 150 Intermediate French Conversation 3 credits**

An intensive course (6 hrs./wk.) aimed at developing fluency, through oral exercises, conversation and discussion of work prepared at home. The stress is on improving pronunciation, aural comprehension, speech delivery and acquainting the students with the culture of the Francophone world. This course will be conducted entirely in French.

Fall semester  
Prerequisite: Grade 12 French, MODL 240, or equivalent level  
Laboratory: 2 Seminar: 4  
Transfer: check with instructor

**MODL 160 Basic Spanish 3 credits**

An oral and written approach to Basic Spanish. The stress is on developing basic skills, through oral and written exercises, conversation and study of fundamental grammar concepts. The course introduces elements of the culture of the Hispanic world. It will be conducted in Spanish as early as possible. Class attendance and participation are essential.

Fall semester (Also offered with MODL 260 in an accelerated one-semester course of 8 hrs./wk. worth 6 credits)  
Prerequisite: None  
Seminar: 4  
Transferable to UBC, SFU and UVic

**MODL 180 Language, Mind and Communication 3 credits**

In interdisciplinary introduction to linguistics, approaching the study of language through disciplines such as psychology (acquisition, perception, meaning); sociology and anthropology (culture, society, language); education (learning and language); and communication (mass media and influencing people with language).

Offered on sufficient demand  
Prerequisite: None  
Lecture: 2 Seminar: 2  
Transferable to UBC and SFU

**MODL 220 Basic German 3 credits**

Second semester of MODL 120. Students with little or no experience in the language continue to develop basic speaking and reading skills, including vocabulary, idioms, and grammar.

Spring semester  
Prerequisite: MODL 120  
Seminar: 4  
Transferable to UBC, SFU and UVic

**MODL 221 German Language 3 credits**

A course in language and introductory literature for those with secondary-school German or a German background.

Spring semester  
Prerequisite: MODL 121  
Seminar: 4  
Transferable to UBC, SFU and UVic

**MODL 240 Basic French 3 credits**

This course, sequential to MODL 140, offers an intensive oral and written approach to both basic conversational and written French.

Spring semester (Also offered in the fall when combined with MODL 140, in an accelerated course, worth 6 credits)  
Prerequisite: MODL 140 or permission of instructor  
Seminar: 4  
Transferable to UBC, SFU and UVic

**MODL 241 French Language 3 credits**

This course, sequential to MODL 141, offers a good grounding in both written and spoken French, and introduces some of the best-known modern French writers.

Spring semester (Also offered in the fall when combined with MODL 141, in an accelerated course, worth 6 credits)  
Prerequisite: MODL 141 or permission of instructor  
Seminar: 4  
Transferable to UBC, SFU and UVic

**MODL 250 Intermediate French Conversation 3 credits**

An intensive course (6 hrs./wk.) aimed at developing fluency, through oral exercises, conversation and discussion of work prepared at home. The

stress is on improving pronunciation, aural comprehension, speech delivery and acquainting the students with the culture of the Francophone world. The course will be conducted entirely in French.

Spring semester  
Prerequisite: MODL 150 or equivalent level  
Laboratory: 2 Seminar: 4  
Transfer: check with instructor

**MODL 260 Basic Spanish 3 credits**

A continuation of MODL 160. An oral and written approach to Basic Spanish. The stress is on developing basic skills, through oral and written exercises, conversation and study of fundamental grammar concepts. The course includes elements of the culture of the Hispanic world. It will be conducted in Spanish as early as possible. Class attendance and participation are essential.

Spring semester (Also offered in the fall when combined with MODL 160, in an accelerated course of 8 hrs./wk.)  
Prerequisite: MODL 160 or permission of instructor  
Seminar: 4  
Transferable to UBC, SFU and UVic

**MODL 321 Modern German Literature 3 credits**

A study of the development of modern German literature from 1880 to 1945, with reference to social and political changes of the time.

Individual guided studies  
Prerequisite: MODL 221 or fluency in the language  
Seminar: 4  
Transferable to UBC, SFU and UVic

**MODL 341 French Language and Style 3 credits**

This course is designed to reinforce oral and written skills by review and expansion of knowledge acquired in previous courses. More advanced written and oral work will be required. Seminars conducted in French.

Fall semester  
Prerequisite: MODL 241 or permission of instructor  
Seminar: 4  
Transferable to UBC and SFU

**MODL 360 Spanish Language 3 credits**

Amplification of knowledge acquired in MODL 160 and 260, utilizing contemporary excerpts from leading Spanish and Latin American newspapers, magazines, and, to a lesser extent, literature. Emphasis is on culture, conversation, and written composition.

Fall semester  
Prerequisite: MODL 260 or permission of instructor  
Seminar: 4  
Transferable to UBC, SFU and UVic

**MODL 421 Modern German Literature 3 credits**

Social and political changes since 1945 are studied through the eyes of selected German writers.

Individual guided studies  
Prerequisite: MODL 321 or fluency in the language  
Seminar: 4  
Transferable to UBC, SFU and UVic

**MODL 441 French Language and Style 3 credits**

A continuation of MODL 341, this course is designed to reinforce oral and written skills by review and expansion of knowledge acquired in previous courses. More advanced written and oral work will be required. Seminars conducted in French. Students proceeding to further work in French are given enrichment in both literature and grammar.

Spring semester  
Prerequisite: MODL 341 or equivalent, or permission of instructor  
Seminar: 4  
Transferable to UBC and SFU

**MODL 460 Intermediate Spanish 3 credits**

Amplification of knowledge acquired in MODL 160, 260 and 360, utilizing excerpts from leading contemporary Spanish and Latin American newspapers, magazines, and, to a lesser extent, literature. Emphasis is on culture, conversation and written composition.

Spring semester  
Prerequisite: MODL 360  
Seminar: 4  
Transferable to UBC, SFU and UVic

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Douglas College provides the first two years of training for students intending to pursue a professional career in music as performers and teachers.

## BACHELOR OF MUSIC [General]

For music majors, a full-time music program designed for transfer to music departments at various Canadian universities after two years of study at the College. The degree is completed at a university and may be followed by teacher training in a faculty of education. The B. Mus. also provides the possibility of continued study in performance, theory or musicology. At present, students are accepted as concentrators in orchestral and band instruments, piano, organ, guitar and voice.

### Admission Requirements B.Mus. [General]

Students planning to enter the B.Mus. [General] program will be required to demonstrate a satisfactory standard in music performance and theory.

1. a) Concentration on wind instruments, percussion, strings, voice or guitar: grade 6 R.C.M.T. or equivalent level.  
b) Concentration in piano or organ: grade 10 R.C.M.T. or equivalent level.
2. Theory: a thorough knowledge of music rudiments, simple diatonic harmony and related aural work.

The following steps must be followed by prospective candidates:

- a) interview with the music section co-ordinator,
- b) preparation and satisfactory completion of theory requirements,
- c) audition in instrumental or vocal concentration area.

Tests and auditions are held in May and August. Phone 521-4851 (local 229) for an appointment or further information.

Applicants wishing to upgrade theory to required entrance standards may enroll in a specially designed course to be held at Douglas College commencing in January. This course is also offered in August.

## BACHELOR OF EDUCATION

### [Major or Concentration in Music Education]

This is particularly suitable for those intending to teach music in the public school system at present. There are no instrumental, vocal or theoretical prerequisites for admission. The B.Ed. Secondary [Major and Concentration] are two-year programs while the B.Ed. Elementary is a one-year program. On completion of one of these programs the student is eligible for transfer to a university that provides instruction for a degree in music education.

Transfer to UBC, UVic and SFU has been arranged. Full details of equivalents are obtainable from transfer guides published by the respective universities.

## BACHELOR OF MUSIC:

### SEMESTER I

Course	Descriptive Title	Credits	Equivalent UBC Course
MUS 105	Ensemble—Band	1	Music 152 (½ unit)
or			
MUS 106	College Chorus	1	Music 153 (½ unit)
MUS 107	Stage Band (Elective)	1	(College credit only)
MUS 110	Theory of Western Music—I	3	Music 100 (1½ units)
MUS 120	History of Western Music— A.D. 500-1450	3	Music 120 (1½ units)
MUS 130	Class Woodwinds	2	Music 142 (1 unit)
or			
MUS 131	Class Brass	2	Music 141 (1 unit)
MUS 140	Class Piano	1	Music (piano)
or			
MUS 141	Instrumental (Secondary)	1	Music (Instrumental)
or			
MUS 142	Vocal (Secondary)	1	Music (Voice)
MUS 150	Music Concentration (Vocal)	2	Music (Instrumental)
or			
MUS 151	Music Concentration (Vocal)	2	Music (Voice)
or			
MUS 152	Music Concentration (Piano)	2	Music (Piano)
	Elective in English	3	English 100 (1½ units)
	Liberal Studies Elective	3	Liberal Arts (1½ units)

### SEMESTER II

MUS 130	Class Woodwinds I	2	Music 142 (1 unit)
or			
MUS 131	Class Brass	2	Music 141 (1 unit)
MUS 205	Ensemble—Band	1	Music 152 (½ unit)
or			
MUS 206	College Chorus	1	Music 153 (½ unit)
MUS 207	Stage Band (Elective)	1	(College credit only)
MUS 210	Theory of Western Music—II	3	Music 100 (1½ units)
MUS 220	History of Western Music— 1450-1650	3	Music 120 (1½ units)

MUS 240	Class Piano	1	Music (Piano)
or			
MUS 241	Instrumental (Secondary)	1	Music (Instrumental)
or			
MUS 242	Vocal (Secondary)	1	Music (Voice)
MUS 250	Music Concentration (Instrumental)	2	Music (Instrumental)
or			
MUS 251	Music Concentration (Vocal)	2	Music (Voice)
or			
MUS 252	Music Concentration (Piano)	2	Music (Piano)
	English Elective	3	English 100 (1½ units)
	Liberal Studies Elective	3	Liberal Arts (1½ units)

### SEMESTER III

Course	Descriptive Title	Credits	Equivalent UBC Course
MUS 305	Ensemble Band	1	Music 252 (½ unit)
or			
MUS 306	College Chorus	1	Music 253 (½ unit)
MUS 307	Stage Band (Elective)	1	(College credit only)
MUS 310	Theory of Western Music—III	3	Music 200 (1½ units)
MUS 320	History of Western Music—III	3	Music 320 (1½ units)
MUS 340	Class Piano	1	Music (Piano)
or			
MUS 341	Instrumental (Secondary)	1	Music (Instrumental)
or			
MUS 342	Music Secondary (Vocal)	1	Music (Voice)
MUS 350	Music Concentration (Instrumental)	2	Music (Instrumental)
or			
MUS 351	Music Concentration (Vocal)	2	Music (Voice)
or			
MUS 352	Music Concentration (Piano)	2	Music (Piano)
MUS 132	Class Percussion	2	Music 141 (1 unit)
or			
MUS 230	Class Woodwinds	2	Music 142 (1 unit)
	Woodwinds	2	English 200 (1½ units)
	English Elective	3	Liberal Arts (1½ units)
	Liberal Studies Elective	3	

### SEMESTER IV

MUS 132	Class Percussion	2	Music 141 (1 unit)
or			
MUS 230	Advanced Class Woodwinds	2	Music 142 (1 unit)
MUS 405	Ensemble—Band	1	Music 252 (½ unit)
or			
MUS 406	College Chorus	1	Music 253 (½ unit)
MUS 407	Stage Band (Elective)	1	(College credit only)
MUS 410	Theory of Western Music—IV	3	Music 200 (1½ units)
MUS 420	History of Western Music—IV	3	Music 320 (1½ units)
MUS 440	Piano (Secondary)	1	Music (Piano)
or			
MUS 441	Instrumental (Secondary)	1	Music (Instrumental)
or			
MUS 442	Music Secondary (Vocal)	1	Music (Voice)
MUS 450	Music Concentration (Instrumental)	2	Music (Instrumental)
or			
MUS 451	Music Concentration (Vocal)	2	Music (Voice)
or			
MUS 452	Music Concentration (Piano)	2	Music (Piano)
	English Elective	3	English 200 (1½ units)
	Liberal Studies Elective	3	Liberal Arts (1½ units)

## BACHELOR OF EDUCATION (SECONDARY) WITH MAJOR IN MUSIC:

First Semester	Semester Hours of Credit
MUS 100 Basic Theory	3
MUS 105 Ensemble Band	1
MUS 106 College Chorus	1
MUS 140 Class Piano	1
MUS 124 Style & Form in Western Music	3
MUS 132 Class Percussion	2
English Elective	3
Elective Liberal Studies	3
	<hr/> 16
Second Semester	Semester Hours of Credit
MUS 200 Basic Harmony & Advanced Theory	3
MUS 205 Ensemble Band	1
MUS 206 College Chorus	1

MUS 240	Class Piano	1
MUS 125	Style & Form in Western Music	3
MUS 131	Class Brass	2
	English Elective	3
	Elective Liberal Studies	3
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### Third Semester

MUS 300	Harmony & Counterpoint	3
MUS 305	Ensemble Band	1
MUS 306	College Chorus	1
MUS 320	History of Western Music—III	3
MUS 340	Class Piano	1
MUS 130	Class Woodwinds I	2
MUS 133	Sight Singing	1
	English Elective	3
	Elective Liberal Studies	3
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### Fourth Semester

MUS 400	Advanced Counterpoint & Chromatic Harmony	3
MUS 405	Ensemble Band	1
MUS 406	College Chorus	1
MUS 420	History of Western Music	3
MUS 440	Class Piano	1
MUS 230	Class Woodwinds II	2
MUS 233	Sight Singing	1
	English Elective	3
	Elective Liberal Studies	3
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#### MUS 100 Basic Music Theory 3 credits

The student learns to read music and master musical rudiments as far as the first elements of harmony. No previous knowledge of music is required. Required of Bachelor of Music students who are not ready to take MUS 110. Optional for Bachelor of Education students intending to major in music education.

Fall semester only

Prerequisite: None

Lecture: 5

Transferable to UBC, determined by Faculty of Education on application.

Not transferable to Faculty of Music

#### MUS 105 Ensemble—Band 1 credit

Students will study and perform music from all periods and will be exposed to the problems met in performance of band music with emphasis on rehearsal techniques. This is lab for MUS 151.

Fall and spring semesters

Prerequisite: Royal Conservatory of Music, Toronto, grade 6 or equivalent or permission of instructor

Laboratory: 4

Transferable to UBC with MUS 205, Music 152

#### MUS 106 College Chorus 1 credit

Members study and perform work from all periods requiring a chorus of large numbers. Familiarization with conductor-performer relationship. Exposure to problems in the performance of choral music, with emphasis on rehearsal techniques. This is lab for Music 151.

Fall and spring semesters

Prerequisite: Royal Conservatory of Music, Toronto, grade 6 or equivalent or permission of instructor

Laboratory: 4

Transferable to UBC with MUS 206

#### MUS 107 Stage Band 1 credit

The student studies, by performance, modern jazz, rock, and popular music; instrumental techniques; and improvisation and sight reading, using study material from various sources.

Fall and spring semesters

Enrolment by permission of instructor

Laboratory: 3

Non-transferable

#### MUS 110 Theory of Western Music I 3 credits

A study of melody and cadential formulae based on various scalar and modal sources, simple four-part tonal music, phrase structure, and two-part modal counterpoint. Concomitant aural, sight reading, and writing skills will be developed.

Fall semester

Prerequisite: Successful completion of entrance examination in rudiments of music is obligatory for Bachelor of Music students. Bachelor of Education students may participate in this course by permission.

Lecture: 5

Transferable to UBC with Music 210, Music 100

#### MUS 111 Modern Arranging 3 credits

The student studies modern arranging techniques involving chord structures, instrumental-section voicing, use of colors and rhythms in jazz, rock and popular music.

Fall Semester: Enrolment by permission of instructor

Laboratory: 3

Non-transferable

#### MUS 120 History of Western Music: 500 to 1450 3 credits

A broad survey of developments in style and form, from earliest-known musical expression in the West to the time of Ockeghem. Emphasis is on score reading and analysis of representative music. Obligatory for university transfer in Bachelor of Music.

Fall semester

Prerequisite: None

Lecture: 4

Transferable to UBC with MUS 220, Music 120

#### MUS 124 Style and Form in Western Music 3 credits

The student will study the connection between the historical aspects of musical styles 1700-1900 and the performance of historical music in the 20th century. An introduction for students with little or no background in music.

Prerequisite: None

Lecture: 4

Transfer credit, UBC Faculty of Education

#### MUS 125 Style and Form in Western Music 3 credits

The student will continue to study the connection between historical styles and performance in Western music ca. 900-1700 and ca. 1900-1975.

Prerequisite: MUS 124 or permission of instructor

Lecture: 4

Transfer credit, UBC Faculty of Education

#### MUS 130 Class Woodwinds I 2 credits

A study, by performance, of the flute, oboe, clarinet, saxophone, and bassoon in preparation for effective teaching of instrumental music. Familiarization with peculiarities, tone production, and fingering techniques of all woodwind instruments (using treble and bass clefs).

Fall and spring semesters

Prerequisite: None

Laboratory: 3

Transferable to UBC with MUS 130, Music 142

#### MUS 131 Class Brass 2 credits

Techniques for effective teaching of instrumental music. Familiarization with peculiarities, tone production, and fingering techniques of all brass instruments (using treble and bass clefs).

Fall and spring semesters

Prerequisite: None

Laboratory: 3

Transferable to UBC with MUS 132

#### MUS 132 Class Percussion 2 credits

A study, by performance, of the snare drum, bass drum, cymbals, tympani, mallet, and Latin American rhythm instruments, in preparation for effective teaching of instrumental music. Familiarization with tone production, maintenance, and adjustment of traditional percussion instruments.

Fall and spring semesters

Prerequisite: None

Laboratory: 3

Transferable to UBC with MUS 131

#### MUS 140 Class Piano 1 credit

Piano repertoire, technical requirements, aural training, sight reading, accompaniment, improvisation, and keyboard harmony. Available to majors in B. Mus. (General) Program, and to B.Ed. Students.

Fall and spring semesters

Prerequisite: None

Laboratory: 4

Transferable to UBC with Music 240

#### MUS 141 Instrumental Secondary 1 credit

The student will study by performance: posture, breathing, embouchure and articulation on a secondary instrument of choice. Major, minor scales and arpeggios to 3 flats and sharps will be studied.

Definite levels of performance to be demonstrated upon completion of this course will be described in detail upon inquiry.

Prerequisite: None

Student Directed Learning: 5

Tutorial: 1/2

Transferable to UBC with Music 241

#### MUS 142 Vocal [Secondary] 1 credit

The student studies vocal production and the function of the vocal instrument, applying basic vocal skills to simple songs in English and to technical exercises up to Royal Conservatory of Music, Toronto, grade 3 level.

Fall and spring semesters

Prerequisite: None

Tutorial: ½ hour  
Student Directed Learning: 5  
Transferable to UBC with 242

**MUS 150 Music Concentration [Instrumental] 2 credits**  
Tone production, technique, transposition, repertoire, solo performance, ensemble playing, style and development. Open to music majors only in B.Mus. (General) Program.  
Fall and spring semesters  
Prerequisite: Royal Conservatory of Music, Toronto, grade 6 standing on instrument

Corequisite: MUS 105  
Tutorial: 1  
Student Directed Learning: 10  
Transferable to UBC with MUS 250

**MUS 151 Music Concentration [Vocal] 2 credits**  
Vocal tone production, technique, English diction; and vocal instruction; techniques of training voices in choruses.  
Fall and spring semesters  
Prerequisite: Royal Conservatory of Music, Toronto, grade 6 or equivalent on voice or piano

Corequisite: MUS 106  
Tutorial: 1  
Student Directed Learning: 10  
Transferable to UBC with MUS 251

**MUS 152 Music Concentration [Piano] 2 credits**  
Piano technique, repertoire, solo performance, style, and development. Open to music majors only in B.Mus. (General) Program.  
Fall and spring semesters  
Prerequisite: Royal Conservatory of Music, Toronto, grade 10 standing or equivalent

Corequisite: MUS 106  
Tutorial: 1  
Student Directed Learning: 10  
Transferable to UBC

**MUS 200 Basic Harmony 3 credits**  
The student continues the study of diatonic four-part harmony beyond the foundations laid in MUS 100. Open as an elective to non-music majors.

Spring semester  
Prerequisite: MUS 100 or permission of instructor  
Lecture: 5  
Transferable to UBC for majors in music education, not transferable to Faculty of Music

**MUS 205 Ensemble — Band 1 credit**  
Students will study and perform music from all periods and will be exposed to the problems met in performance of band music with emphasis on rehearsal techniques and conductor-performer relationship.

Fall and spring semesters  
Prerequisite: MUS 105  
Laboratory: 4  
Transferable to UBC with MUS 105

**MUS 206 College Chorus 1 credit**  
Members study and perform works from all periods requiring chorus of large numbers. Familiarization with conductor-performer relationship. Exposure to problems in performance of choral music, with emphasis on rehearsal techniques.

Fall and spring semesters  
Prerequisite: MUS 106  
Laboratory: 4  
Transferable to UBC with MUS 106

**MUS 207 Stage Band 1 credit**  
The student studies, by performance, modern jazz, rock, and popular music; instrumental techniques; and improvisation and sight reading, using study materials from various sources.

Fall and spring semesters  
Prerequisite: MUS 107  
Laboratory: 3  
Enrolment by permission of instructor  
Transferability: None

**MUS 210 Theory of Western Music II 3 credits**  
A study of tonal melody and harmony and related phrase, period, and small formal structures. Principles of Baroque counterpoint will be introduced. Concomitant aural, sight reading, and writing skills will be developed.

Spring semester  
Prerequisite: MUS 110  
Lecture: 5  
Transferable to UBC with MUS 110

**MUS 220 History of Western Music: 1450 to 1650 3 credits**  
Historical survey of development in style and form in Western music from Ockeghem to Byrd. Obligatory in university-transfer program. Permission of instructor required for others wishing to take course as elective.

Spring semester  
Prerequisite: MUS 120 or permission of instructor  
Lecture: 4  
Transferable to UBC with MUS 120

**MUS 230 Woodwinds II 2 credits**  
A study, by performance, of the flute, oboe, clarinet, saxophone, and bassoon, in preparation for effective teaching of instrumental music. Familiarization with peculiarities, tone production, and fingering techniques of woodwind instruments (using both treble and bass clef).

Fall and spring semesters  
Prerequisite: MUS 130  
Laboratory: 3  
Transferable to UBC with MUS 130

**MUS 240 Class Piano 1 credit**  
Piano repertoire, technical requirements, aural training, sight reading, accompaniment, improvisation, and keyboard harmony. Available to majors in B. Mus. (General) Program, and B. Ed. students.

Fall and spring semesters  
Prerequisite: MUS 140  
Laboratory: 4  
Transferable to UBC with MUS 140

**MUS 241 Instrumental Secondary 1 credit**  
The student will continue to study by performance, posture, breathing, embouchure and articulation on a secondary instrument of choice. Major, minor scales and arpeggios to 3 flats and sharps will be studied. Definite levels of performance to be demonstrated upon completion of this course will be described in detail upon inquiry.

Prerequisite: MUS 141  
Student Directed Learning: 5  
Tutorial: 1/2  
Transferable to UBC with MUS 141

**MUS 242 Vocal [Secondary] 1 credit**  
Students continue to study vocal production and function of the vocal instrument, applying basic vocal skills to songs in English and to technical exercises up to Royal Conservatory of Music, Toronto, grade 4 level.

Fall and spring semesters  
Tutorial: ½  
Student Directed Learning: 5  
Prerequisite: MUS 142  
Transferable to UBC

**MUS 250 Music Concentration [Instrumental] 2 credits**  
Tone production, technique, transposition, repertoire, solo performance, ensemble playing, style development. Open only to music majors in B.Mus. (General) Program.

Fall and spring semesters  
Prerequisite: MUS 150  
Corequisite: MUS 205  
Tutorial: 1  
Student Directed Learning: 10  
Transferable to UBC with MUS 150

**MUS 251 Music Concentration [Vocal] 2 credits**  
Vocal tone production, technique, English diction, and vocal pedagogy. Techniques of training voices in chorus. Open to music majors only in B.Mus. (General) Program.

Fall and spring semesters  
Prerequisite: MUS 151  
Corequisite: MUS 206  
Tutorial: 1  
Student Directed Learning: 10  
Transferable to UBC with MUS 151

**MUS 252 Music Concentration [Piano] 2 credits**  
Piano technique, repertoire, solo performance, style, and development. Open to music majors only in B.Mus. (General) Program.

Prerequisite: MUS 152  
Corequisite: MUS 206  
Tutorial: 1  
Student Directed Learning: 10  
Transferable to UBC with MUS 152

**MUS 300 Harmony and Counterpoint 3 credits**  
The student will continue the study of four-part harmony and will be introduced to contrapuntal techniques based on the tonal system. In addition, simple 20th century techniques will be considered.

Prerequisite: MUS 200  
Lecture: 5  
Transfer credit to UBC with MUS 400, Faculty of Education

**MUS 305 Ensemble — Band** **1 credit**  
Students study and perform music from all periods and become exposed to the problems met in performance of band music with emphasis on rehearsal techniques and conductor-performer relationship.

Fall and spring semesters  
Prerequisite: MUS 205  
Laboratory: 4  
Transferable to UBC with MUS 405

**MUS 306 College Chorus** **1 credit**  
Members study and perform works from all periods requiring a chorus of large numbers. Familiarization with conductor-performer relationship. Exposure to problems of choral music, with emphasis on rehearsal techniques. This lab for MUS 351.

Fall and spring semesters  
Prerequisite: MUS 206  
Laboratory: 4  
Transferable to UBC with MUS 406

**MUS 307 Stage Band** **1 credit**  
The student studies, by performance, modern jazz, rock and popular music; instrumental techniques; improvisation and sight reading, using study materials from various sources.

Fall and spring semesters  
Prerequisite: MUS 207  
Laboratory: 3  
Enrolment by permission of instructor  
Non-transferable

**MUS 310 Theory of Western Music—III** **3 credits**  
A study of more advanced Baroque contrapuntal techniques and forms and continued study of tonal harmony and more complex phrase structure and form. Concomitant aural, sight reading and writing skills will be developed.

Fall semester  
Prerequisite: MUS 210  
Lecture: 5  
Transferable to UBC with MUS 410

**MUS 320 History of Western Music—III** **3 credits**  
A study of development in style and form in Western music from Monteverdi to Bach. Obligatory in university-transfer program in music. Permission of instructor required for those wishing to take course as elective.

Fall semester  
Prerequisite: MUS 220 or permission of instructor  
Lecture: 4  
Transferable to UBC with MUS 420, MUS 320

**MUS 340 Class Piano** **1 credit**  
Piano repertoire, technical requirements, aural training, sight reading, accompaniment, improvisation, and keyboard harmony. Available to majors in B. Mus. (General) Program, and to B.Ed. students.

Fall and spring semesters  
Prerequisite: MUS 240  
Laboratory: 4  
Transferable to UBC with MUS 440, Music 244 (1 unit)

**MUS 341 Instrumental Secondary** **1 credit**  
The student will continue to study by performance; posture, breathing, embouchure and articulation on a secondary instrument of choice. All major and minor scales and arpeggios will be studied. Definite levels of performance to be demonstrated upon completion of this course will be described in detail upon inquiry.

Prerequisite: MUS 241  
Student Directed Learning: 5  
Tutorial: ½  
Transferable to UBC with MUS 331

**MUS 342 Music Secondary (Vocal)** **1 credit**  
The student studies vocal production and function of the vocal instrument, applying basic vocal skills to songs in English and to technical exercises up to Royal Conservatory of Music, Toronto, grade 5 level.

Fall and spring semesters  
Tutorial: ½  
Student Directed Learning: 5  
Transferable to UBC

**MUS 350 Music Concentration [Instrumental]** **2 credits**  
Tone production, instrumental techniques, transposition, repertoire, solo performance, ensemble playing, and style development. Open only to music majors in B.Mus. (General) Program.

Fall and spring semesters  
Prerequisite: MUS 250  
Corequisite: MUS 305

Tutorial: 1  
Student Directed Learning: 10  
Transferable to UBC with MUS 450, Music 245 (Instrumental)

**MUS 351 Music Concentration [Vocal]** **2 credits**  
Vocal tone production, tone color, English, Italian, French, Latin, and German diction; music (vocal from Baroque, Classical, Romantic, and contemporary periods, and an understanding of stylistic and interpretative characteristics of each. Students acquire knowledge of library research methods pertaining to each, also knowledge of library research methods pertaining to vocal solo and choral groups.

Fall and spring semesters  
Prerequisite: MUS 251  
Corequisite: MUS 306  
Tutorial: 1  
Student Directed Learning: 10  
Transferable to UBC with MUS 451

**MUS 352 Music Concentration [Piano]** **2 credits**  
Piano technique, repertoire, solo performance, style and development. Open to music majors only in B.Mus. (General) Program.

Prerequisite: MUS 252  
Corequisite: MUS 306  
Tutorial: 1  
Student Directed Learning: 10  
Transferable to UBC with MUS 452

**MUS 400 Counterpoint and Chromatic Harmony** **3 credits**  
The student will continue the study of chromatic four-part harmony and eighteenth-century counterpoint. In addition, more complex twentieth-century practices will be studied.

Prerequisite: MUS 300  
Lecture: 5  
Transfer credit for UBC with MUS 300

**MUS 405 Ensemble — Band** **1 credit**  
Students study and perform music from all periods and become exposed to the problems met in performance of band music with emphasis on rehearsal techniques and conductor-performer relationship.

Fall and spring semester  
Prerequisite: MUS 305  
Laboratory: 4  
Transferable to UBC

**MUS 406 College Chorus** **1 credit**  
Members study and perform works from all periods requiring a chorus of large numbers. Familiarization with conductor-performer relationship. Exposure to problems in performance of choral music, with emphasis on rehearsal techniques. This is lab for MUS 451.

Fall and spring semesters  
Prerequisite: MUS 306  
Laboratory: 4  
Transferable to UBC with MUS 306

**MUS 407 Stage Band** **1 credit**  
The student studies, by performance, modern jazz, rock, and popular music; instrumental techniques; and improvisation and sight reading, using study materials from various sources.

Fall and spring semesters  
Prerequisite: MUS 307  
Laboratory: 3  
Enrolment by permission of instructor  
Non-transferable

**MUS 410 Theory of Western Music IV** **3 credits**  
A study of chromatic harmony, the extension of the tonal system, and more advanced formal structures. Concomitant aural, sight reading, and writing skills will be developed.

Spring semester  
Prerequisite: MUS 310  
Lecture: 5  
Transferable to UBC with MUS 310

**MUS 420 History of Western Music—IV** **3 credits**  
Developments in style and form of Western music from Haydn to Schoenberg. Obligatory for students in B.Mus. (General) university-transfer program; optional for students majoring in music education; permission of instructor required for those wishing to take course as elective.

Spring semester  
Prerequisite: MUS 320 or permission of instructor  
Lecture: 4  
Transferable to UBC with MUS 320

**MUS 440 Class Piano**

Piano, repertoire, technical requirements, aural training, sight reading, accompaniment, improvisation, and keyboard harmony. Available to majors in B. Mus. (General) Program and to B.Ed. students.

Fall and spring semesters

Prerequisite: MUS 340

Laboratory: 4

Transferable to UBC with MUS 340

**1 credit**

**MUS 441 Instrumental Secondary**

**1 credit**

The student will continue to study by performance; posture, breathing, embouchure and articulation on a secondary instrument of choice. All major minor scales and arpeggios will be studied. Definite levels of performance to be demonstrated upon completion of this course will be described in detail upon inquiry.

Prerequisite: MUS 341

Student Directed Learning: 5

Tutorial: 1/2

Transferable to UBC with MUS 341

**MUS 442 Music Secondary (Vocal)**

**1 credit**

Students continue to study vocal production and function of the vocal instrument, applying basic vocal skills to songs in English and to technical exercises up to Royal Conservatory of Music, Toronto, grade 6 level. Students are introduced to German, Italian, and French diction.

Fall and spring semesters

Tutorial: 1/2 hr.

Student Directed Learning: 10

**MUS 450 Music Concentration [Instrumental]**

**2 credits**

Tone production, instrumental techniques, transposition, repertoire, solo performance, ensemble playing, and style development. Open only to music majors in B.Mus. (General) Program.

Fall and spring semesters

Prerequisite: MUS 350

Corequisite: MUS 405

Tutorial: 1

Student Directed Learning: 10

Transferable to UBC with MUS 350

**MUS 451 Music Concentration (Vocal)**

**2 credits**

Vocal production, tone color, English, Italian, French, Latin and German diction; music (vocal) from Baroque, Classical, Romantic, and contemporary periods, and an understanding of stylistic and interpretive characteristics of each. Students acquire knowledge of library research methods pertaining to vocal solo and choral groups.

Fall and spring semesters

Prerequisite: MUS 351

Corequisite: MUS 406

Tutorial: 1

Student Directed Learning: 10

Transferable to UBC with MUS 351

**MUS 452 Music Concentration [Piano]**

**2 credits**

Piano technique, repertoire, solo performance, style development. Open to music majors only in B.Mus. (General) Program.

Prerequisite: MUS 352

Tutorial: 1

Transferable to UBC with MUS 352

## MUSICAL INSTRUMENT REPAIR TECHNICIAN

**MIR 100 Basic Woodwind Repair Techniques**

**6 credits**

The student will learn the basic principles of repair to all woodwind instruments. The correct use of tools and materials used in woodwind instrument repair will be studied and the student will learn to diagnose faults and the necessary action to take.

Prerequisite: None

Lecture: 3 Laboratory: 5 Seminar: 1

**MIR 110 Basic Brasswind Repair Techniques**

**6 credits**

The student will learn the basic principles of repair to all brasswind instruments. The correct use of tools and materials used in brasswind instrument repair will be studied and the student will learn to diagnose faults and the necessary action to take.

Prerequisite: None

Lecture: 3 Laboratory: 5 Seminar: 1

**MIR 120 Basic Business Practices & Shop Planning**

**2 credits**

The student will study basic shop planning and an introduction to rudimentary business procedures related to musical instrument repair.

Prerequisite: None

Lecture: 1

**MIR 130 Woodwind Techniques**

**2 credits**

The student will study the theory of the production of sound on all woodwind instruments. The student will also learn (by performance) the piccolo, flute, oboe, clarinet, saxophone and bassoon in preparation for effective diagnosis regarding repair problems.

Prerequisite: None

Lecture: 1 Laboratory: 2

**MIR 131 Brasswind Techniques**

**2 credits**

The student will study the theory of the production of sound on all brasswind instruments and will learn (by performance) the trumpet, trombone, french horn, baritone and tuba, in preparation for effective diagnosis regarding repair problems.

Prerequisite: None

Lecture: 1 Laboratory: 2

**MIR 200 Comprehensive Woodwind Repair Techniques**

**6 credits**

The student will study and practice the complete methods of repair to all woodwind instruments. The use of materials and equipment for complete woodwind overhauls will be studied.

Prerequisite: MIR 100

Lecture: 2 Laboratory: 6 Seminar: 1

**MIR 210 Comprehensive Brasswind Repair Techniques**

**6 credits**

The student will study and practice the complete methods of repair to all brasswind instruments. The use of materials and equipment for complete overhauls will be studied.

Prerequisite: MIR 110

Lecture: 2 Laboratory: 6 Seminar: 1

**MIR 220 Comprehensive Business Practices & Shop Planning**

**2 credits**

The student will study shop planning, tool selection and business procedures in preparation for setting up a brass-woodwind instrument repair business.

Prerequisite: MIR 120

Lecture: 1

## NURSING

NOTE: All Nursing Courses are restricted to students enrolled in the program. All nursing courses must be taken in the semester sequence indicated within the program. (See program description for sequencing, page 37). Unless otherwise indicated, all nursing theory courses must precede or be taken concurrently with the corresponding clinical course e.g. NUR 100 and NUR 110.

### NURSING AIDE COURSES

**NUR 140 Nursing Aide Theory (12 wks)**

**4 credits**

NUR 140 provides the basic theory necessary for the nursing aide to assist with the maintenance and/or re-establishment of normal need patterns for the adult and elderly resident in extended care-type hospital settings.

Prerequisite: None

Lecture/Discussion: 6

No transfer credit

**NUR 142 Nursing Aide Practice (12 wks)**

**5 credits**

NUR 142 presents the nursing aide with an opportunity to provide supervised care for the adult and elderly resident in the Extended Care

Unit of the hospital.  
Prerequisite: None  
Laboratory: 6  
Clinical Experience: 13  
No transfer credit

**NUR 143 Nursing Aide Practicum (4 wks)** **3 credits**  
NUR 143 provides the nursing aide student with an opportunity to work with a health care team during all shifts in a selected Extended Care Unit in the community.

### FIRST YEAR NURSING COURSES

**NUR 100 Basic Nursing Theory** **3 credits**  
NUR 100 introduces the student to an understanding of common human needs and their interrelationships, of the need as affected by the stress-response interaction, the variables which affect need satisfaction, and the communication, problem-solving and teaching-learning processes. Factors affecting dependence-independence at any level of development are emphasized. The needs for Protection and Safety, Rest and Activity, Sexuality/Reproduction and related nursing activities are considered in detail through this conceptual framework.  
Fall semester only  
Lecture: 4  
No transfer credit

**NUR 101 Pharmacology for Nurses** **1 credit**  
NUR 101 is a 16 hour per semester course which introduces Pharmacology for Nurses. It has two components: (1) Pharmacology—including the major categories of drugs and specific drugs affecting the needs for protection and safety, rest and activity, and sexuality and reproduction. (2) Mathematics—students use a programmed learning book to review basic computations using the metric, apothecary and household systems of measurement.  
Fall semester only  
Lecture: 1 Laboratory: 1  
No transfer credit

**NUR 110 Clinical Nursing for NUR 100** **5 credits**  
NUR 110 provides the student with an opportunity to observe and discuss the characteristics of normal growth and development, and normal need fulfillment for specified age groups. Visits are made in the community. Nursing care applies theory and skills of the NUR 100 course to selected patients in an extended care setting.  
Fall semester only  
Laboratory: 2 Field Experience: 8  
No transfer credit

**NUR 200 Basic Nursing Theory II** **3 credits**  
In NUR 200, the following common human needs are studied in considerable detail: Oxygen, Nutrition, Elimination, Security/Self Esteem, Sensory Satisfaction. The normal range for each group, the effects of stressors upon need satisfaction, dependency-independency factors and related nursing activities are considered.  
Spring semester only  
Lecture: 4  
No transfer credit

**NUR 201 Pharmacology for Nurses** **1 credit**  
NUR 201 is a 16 hour per semester course and a continuation of NUR 101. It has 2 components: (1) Pharmacology—including the major categories of drugs affecting the needs for Oxygen, Nutrition, Elimination, Security/Self-Esteem and Sensory Satisfaction. Specified endocrine hormones and their effect on body functions are discussed. (2) Mathematics—students use a programmed learning text to apply given formulas when computing dosages of oral medications, intravenous flow rates and preparations of stock solutions.  
Spring semester only  
Lecture: 1 Laboratory: 1  
No transfer credit

**NUR 210 Clinical Nursing for NUR 200** **6 credits**  
NUR 210 provides the student with the opportunity to apply concepts and skills presented in NUR 200 to the nursing care of specified patients in maternity and pediatric units in the hospital setting.  
Spring semester only  
Laboratory: 2 Field Experience: 15  
No transfer credit

**NUR 300 Basic Nursing Theory III** **3 credits**  
NUR 300 introduces the student to the theory necessary for effective nursing care of patients experiencing significant responses to stress. Prototype "deviations" are studied as they relate to specific age groups and needs. Principles of care for the surgical patient and for the terminally

ill are examined.  
Summer semester only  
Lecture: 4  
No transfer credit

**NUR 310 Clinical Nursing for NUR 300** **11 credits**  
NUR 310 provides the student with an opportunity to apply concepts and skills presented in NUR 300 when implementing nursing care for patients experiencing significant responses to stress. Emphasis is given to the care of the medical/surgical patient and the terminally ill in the hospital setting.  
Summer semester only  
Laboratory: 2 Field Experience: 24  
No transfer credit

### SECOND YEAR R.N. COURSES

**NUR 401 Nursing Theory IV** **4 credits**  
NUR 401 presents the theory and skills necessary to carry out effective nursing care for the adult/aged when needs are affected in a major way by responses to commonly occurring stressors. Emphasis is placed on a study of the acutely ill adult/aged patient.  
Fall semester only  
Lecture: 6  
No transfer credit

**NUR 411 Clinical Experience for NUR 401** **6 credits**  
NUR 411 provides the student with an opportunity to care for the adult/aged patient whose needs are affected in a major way by responses to commonly occurring stressors. Emphasis is placed on the care of the acutely ill adult/aged patient. Nursing interventions are complex in nature and apply concepts and skills presented in NUR 401.  
Fall semester only  
Laboratory: 2 Field Experience: 12  
No transfer credit

**NUR 501 Maternal Nursing** **2 credits**  
NUR 501 is a 7-week course. It presents the theory necessary to carry out effective nursing care related to the need for sexuality/reproduction. The process of childbirth and the newborn are studied in the context of sexuality/reproduction fulfillment. Also considered are the needs of the mother and baby as affected by commonly occurring stressors.  
January-June only  
Lecture: 6  
No transfer credit

**NUR 502 Nursing of Children** **2 credits**  
NUR 502 is a 7-week course. It presents the theory and skills necessary to carry out effective nursing care for children when a specific need is affected by commonly occurring stressors with a resulting interference in the interrelationship with other needs. Prototype disorders of the child are studied. Emphasis is placed on the emotional aspects of care, the care of the seriously ill child and the effect on family dynamics.  
January-June only  
Lecture: 6  
No transfer credit

**NUR 503 Mental Health Nursing** **2 credits**  
NUR 503 is a 7-week course. It presents the theory and skills necessary to carry out effective nursing care for patients when the need for security/self-esteem is affected by psychological stressors. Patterns of maladaptive behaviour which are a response to psychological stress are examined. Nursing intervention into maladaptive behaviour patterns are studied.  
January-June only  
Lecture: 6  
No transfer credit

**NUR 511 Clinical Nursing for NUR 501** **3 credits**  
NUR 511 is a 7-week course. It provides the student with an opportunity to apply concepts and skills presented in NUR 501 when implementing nursing care during pregnancy; labour and delivery; and for the newborn. Included is nursing care of the mother and/or the baby when the reproductive processes are affected by stressors.  
January-June only  
Laboratory: 2 Field Experience: 15  
No transfer credit

**NUR 512 Clinical Nursing for NUR 502** **3 credits**  
NUR 512 is a 7-week course. It provides the students with an opportunity to carry out nursing care measures for the child when an individual need is affected by stressors with a resulting interference in the interrelationship with other needs. Emphasis is given to the care of the acutely ill child (not to include intensive or critical care), to the terminally ill child and to the

application of concepts and skills presented in NUR 502.

January-June only

Laboratory: 2 Field Experience: 15

No transfer credit

**NUR 513 Clinical Nursing for NUR 503 3 credits**

NUR 513 is a 7-week course. It provides the student with an opportunity to carry out nursing care measures for the adult when the need security/self-esteem is affected by psychological stressors. Emphasis is given to the nursing approach to deviant behaviour patterns and to the application of concepts presented in NUR 503.

January-June only

Laboratory: 2 Field Experience: 15

No transfer credit

**NUR 520 Nursing Survey 2 credits**

A survey of patterns of nursing practice with emphasis on professional humanistic leadership and change within health service organizations. This course provides an opportunity for the student to share beliefs, attitudes and values about nursing and develop realistic expectations of the role of the graduate.

Spring semester only

Lecture: 2

No transfer credit

**NUR 690 Clinical Nursing Practicum 7 credits**

This is a 7-week clinical course which provides the student with an opportunity to consolidate knowledge and skills, to develop beginning leadership skills, to develop confidence and professional independence and to prepare for the graduate work load. The student selects from a given list the clinical area in which he/she wishes to complete the practicum.

June-August only

Field Experience: 35

No transfer credit

## SECOND YEAR—RPN COURSES

**NUR 450 Psychiatric Nursing Theory 4 credits**

NUR 450 presents the theory and skills necessary to carry out effective psychiatric nursing care for patient/clients whose need for security is affected in a major way by psychological stressors. Nursing interventions into maladaptive behaviour patterns and the nurses' role in regard to the therapeutic relationship and somatic therapies will be examined. Psychopathology is integrated with the course. Content is approached through the "needs" structure and the use of the nursing process.

Fall semester only

Lecture: 6

No transfer credit

**NUR 451 Clinical Psychiatric Nursing 6 credits**

This course provides the student with an opportunity to assess, plan, implement and evaluate nursing care for adult patients in acute psychological disequilibrium. Clinical placement is on an acute treatment unit of an institution that provides primarily psychiatric care. Nursing care emphasizes the application of concepts presented in NUR 450.

Fall semester only

Laboratory: 2 Field Experience: 14

No transfer credit

**NUR 550 Mental Retardation Nursing 2 credits**

NUR 550 is a 7-week course which examines the most common of the physically and mentally handicapping conditions. It presents theory and skills which provide developmental opportunities, and promote the social adjustment of handicapped persons who require assistance in reaching their full potential.

Spring semester only

Lecture: 6

No transfer credit

**NUR 551 Clinical Psychiatric Nursing 3 credits**

NUR 551 is a 7-week course which provides the student with the opportunity to implement nursing measures which apply theory and skills presented in NUR 550. Clinical placement is in an integrated elementary school in the community.

Spring semester only

Field Experience: 12

No transfer credit

**NUR 555 Psychogeriatric Nursing 2 credits**

NUR 555 is a 7-week course which presents the theory and skills necessary to provide care to elderly individuals who are experiencing major psychological disequilibrium.

Spring semester only

Lecture: 6

No transfer credit

**NUR 556 Clinical Psychogeriatric Nursing 3 credits**

NUR 556 is a 7-week course emphasizing the application of theory and skills presented in NUR 555 in the care of patients in a psychogeriatric longterm care unit of an institution.

Spring semester only

Field Experience: 12

No transfer credit

**NUR 560 Therapeutic Relationships 2 credits**

This course presents the theory and skills required in the development and maintenance of effective individual counselling relationships. The role and functions of the group leader in relation to small group therapy will be explored in detail.

Spring semester only

Lecture: 2 Laboratory: 1

No transfer credit

**NUR 650 Psychiatric Nursing Theory 2 credits**

NUR 650 presents theory and skills basic to the nursing care of psychiatric patients with selected medical problems. Common mental health concerns and aspects of the mental health care delivery system in the community are discussed. Weekly student-directed seminars assist the student to integrate theory with the clinical experience of NUR 651.

Summer semester only

Laboratory: 2 Seminar: 2

No transfer credit

**NUR 651 Clinical Psychiatric Nursing 15 credits**

NUR 651 provides the student with the opportunity, within the clinical area, to consolidate knowledge and skills, to develop beginning leadership skills within the nursing team and to prepare for the work load of a graduate psychiatric nurse. Clinical placements are in an acute medical setting of a general hospital and in an acute psychiatric setting. There is also an observational experience in a community mental health setting.

Summer semester only

Field Experience: 28

No transfer credit

## POST-BASIC NURSING COURSES

**PBN 101 Trends and Practices in Psychiatric Nursing 3 credits**

This course will examine current theories and behaviour management techniques. The student will develop knowledge, skills and attitudes of the principles of behaviour and their application selectively and effectively to patient/client behaviours.

Prerequisite: None

Lecture: 2 Seminar: 1

No transfer credit

**PBN 103 Psychiatric Nursing in the Community 3 credits**

This course provides an opportunity for the graduate nurse to examine the specific responsibilities of his/her role as a representative of the health care delivery system in the community setting. Through study of community organization, social systems and resources, the nurse will be able to act as client advocate in assisting them to mobilize those support systems which facilitate the meeting of the need for security and/or the restoring and maintaining of psychological equilibrium within the socio-cultural environment.

**PBN 180 Post-Basic Community Psychiatric Nursing Practicum 6 credits**

This course provides the students with an opportunity within the clinical area to consolidate nursing knowledge and skills acquired in all previous courses. Learning experiences will enable the student to assume responsibilities and functions comparable to those of a community psychiatric nurse (Nurse 2) in a community setting. The student will have an opportunity to provide direct and indirect nursing care to adult psychotic and potentially psychotic clients in the community, as a member of a health care team in a community mental health setting. (8 week course)



# PHILOSOPHY

Although any 100 or 200 level Douglas philosophy course may be taken without a prerequisite, PHI 100 provides a valuable grounding for all other courses.

**PHI 100 Introduction to Philosophy** 3 credits  
An introduction to questions raised by philosophical thinking, past and present, and to those who raised them. This course is designed to serve (a) students who desire to have at least one course in Philosophy as part of their liberal education, and (b) potential majors or minors in Philosophy, for whom it will serve as a foundation for further work in the field.  
Prerequisite: None  
Lecture: 2 Seminar: 2  
Transferable to UBC, SFU and UVic

**PHI 110 Confronting Moral Issues: Ethics** 3 credits  
A search for the meaning and justification of moral judgments such as "right", "wrong", "good", "evil", with special attention to contemporary moral concerns. Includes relevant readings in classical and modern texts, discussion groups, and research of student's choice.  
Prerequisite: None  
Lecture: 2 Seminar: 2  
Transferable to UBC, SFU and UVic

**PHI 130 Religious Thought** 3 credits  
An introduction to the development of religions, their common themes, and their influence on human thought; also their philosophical, anthropological, and psychological implications.  
Prerequisite: None  
Lecture: 2 Seminar: 2  
Transferable to UBC, SFU and UVic

**PHI 131 Religions of Mankind** 3 credits  
A comparative examination of major religions in the context of human thought and culture: the role of myth, legend, miracles, faith, beliefs and revelation, as found in the major religions.  
Prerequisite: None  
Lecture: 2 Seminar: 2  
Transferable to UBC, SFU and UVic

**PHI 150 Critical Thinking** 3 credits  
A study of logical uses of language, and basic forms and rules of logical reasoning. Includes deduction and induction, fallacies, definition, traditional deductive logic, validity and invalidity, elements of symbolic logic. Emphasis on acquiring a working knowledge of topics covered.  
Prerequisite: None  
Lecture: 2 Seminar: 2  
Transferable to UBC, SFU and UVic

**PHI 160 Philosophy, Religion and Women** 3 credits  
This course considers the notion of womanhood with respect to the various

stages of people's intellectual history from the dawn of mankind up to the women's liberation movement in contemporary society. Figuratively speaking, it looks at the notion of womanhood within the context of the traditional distinctions people have drawn between the concepts of ego and object, nature and history, mind and body, nature and grace. Its primary theme is, to what extent have these concepts and distinctions influenced the various stages of human development in general, and that of women in particular.

Prerequisite: None  
Lecture: 2 Seminar: 2  
Transferable to UBC and SFU

**PHI 200 Studies in Philosophy** 3 credits  
A continuation of PHI 100 with the addition of freedom and determinism, moral philosophy, and the philosophy of politics. Seminars, discussion periods, and film presentation augment studies in selected philosophical readings.  
Prerequisite: None  
Lecture: 2 Seminar: 2  
Transferable to UBC, SFU and UVic

**PHI 220 Fact, Faith and Fiction** 3 credits  
An introduction to the philosophy of religion that investigates the fact of religion; concepts of faith; relation of religious faith to reason, ethics, and problems of both evil and free will; fictions in theism, agnosticism, and atheism. Owing to the dominant position of Judaic-Christian religion in Western civilization, special attention is given to this area.  
Prerequisite: None  
Lecture: 2 Seminar: 2  
Transferable to UBC, SFU and UVic

**PHI 240 Search for Selfhood: Existentialism** 3 credits  
Acquaints students with the fundamentals of the existentialist movement as a philosophical perspective. Involves a survey of the historical and philosophical background of the movement; an examination of the method of phenomenology and an analysis of the manner in which it is utilized by existentialists; a survey of the common main themes of the movement.  
Prerequisite: None  
Lecture: 2 Seminar: 2  
Transferable to UBC, SFU and UVic

**PHI 290 Political Man and Social Man** 3 credits  
A study of sources and limits of political authority, relationship between the individual and society, moral dimensions of social control, and the impact of behavioral sciences on social and political philosophy. Readings include relevant texts in classical and modern philosophy and in social sciences.  
Prerequisite: None  
Lecture: 2 Seminar: 2  
Transferable to UBC, SFU and UVic

## PHYSICAL EDUCATION AND RECREATION

### A. TRANSFER TO THE UNIVERSITY OF BRITISH COLUMBIA

Douglas College offers a two-year university program that prepares students for entry into third year of the Bachelor of Physical Education, Bachelor of Recreation Education, and Bachelor of Education (secondary) programs at UBC. Students desiring to transfer into a Bachelor of Education (elementary) program at university should do so after one year at Douglas.

Those planning to apply for transfer to UBC should observe the following regulations:

1. Students applying for admission to the B.R.E. Program may present a maximum of eight credits in physical education activities if over four semesters.
2. Students in either B.P.E. or B.Ed. (PE Major) may present a maximum of 19 credits in physical education courses if taken over four semesters.
3. Students planning to take only two semesters should select the courses to conform as closely as possible to requirements as indicated in the UBC calendar for the first year.

Course requirements for these Douglas programs are indicated in the accompanying graph. The numbers indicate the semester(s) in which the courses listed at the left should be taken.

#### Please Note:

1. First-semester and second-semester English requirements for B.P.E., B.R.E., and B.Ed. are: any two of ENG 102, 106, 109, 114, 151, or

ENG 100 and 200.

2. Third-semester and fourth-semester English requirements for B.R.E., B.P.E. (option A) and B.Ed. (secondary) program: any two of ENG 314, 315, 316, 317, 319 (preferably ENG 316 and 317).
3. Physical Education PE 113 must be included as one of the activity courses in B.R.E., unless written permission to substitute another course has been obtained from the School of Physical Education at UBC. The other two activity courses for B.R.E. must be selected in consultation with the faculty advisor.
4. First-semester and second-semester physical education activity course requirements for B.Ed. (elementary): (a) PE 113; (b) PE 119; (c) PE 118; (d) any 3 of: PE 110, 111, 112, 114, 115, 116, 117, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 151, 152, and 153.
5. Required activity courses for all students in the B.Ed. (secondary) program are:  
PE 113, 118, 119 or 120;  
one from:  
PE 111, 116, 124, 126, 151, 152, and 153  
one from:  
PE 112, 114, 115, 121, 122, 125, 127, 128;  
plus any one other two-credit Physical Education activity course of student's choice.
6. Required activity courses for all students in the B.P.E. program are:  
PE 110, 113, 117, 118, 119 or 120

one from:

PE 111, 116, 124, 126, 151, 152, and 153

one of:

PE 112, 114, 115, 121, 122, 125, 127, 128;

plus any one other two-credit Physical Education activity course of student's choice.

- Students in the B.P.E. program must select a second area of concentration consisting of a minimum of 12 semester credits from either the Faculty of Arts or the Faculty of Science at UBC, or from equivalent Douglas College courses.
- Students in the B.P.E. program must select 12 credits of course work as electives from other departments in consultation with the faculty advisor.

Required In:	Credits				
	B.P.E. Option A	B.P.E. Option B	B.R.E.	B. Ed. [Sec.]	B. Ed. [Elem.]
<b>Course Description</b>					
PHY 100 or 110 or PSY 100	6		1-3		
PHY 200 or PHY 210 or PSY 200	6		2-4		
PSY 100 and PSY 200	6	3-4		1-2	
4 electives from arts or science	12	1-2			
2 electives from arts or science	6		3-4		
2 electives from lab science	6				1-2
2 electives from history, geography, or social science	6				1-2
4 electives (see note 7)	12	3-4			
Electives and courses required for second academic concentration	18				1-2
Electives and courses required for second academic concentration	12			3-4	
SOC 125 and SOC 135	6		3-4		
Psychology: two of PSY 320, 322, 330, 430, or 350	6		3-4		
4 electives (see note 8)	12		1-2 3-4		
ART 120 and 121	6			1-2	
BIO 110 and 111	6	1-2	3-4	1-2	
CHE 110 and 210	6		1-2		
CHE 320 or PSY 300	3		3		
CHE 470 or PSY 400	3		4		
First-level English (see note 1)	6	1-2	1-2	1-2	1-2
Second-level English (see note 2)	6	3-4	3-4	3-4	
MAT 120 and 220	6		1-2		
MAT 131	2		2		
MUS 100 or 320, or any course from arts or science					
PE 370	3			3	
PE 470	3			4	
PE 380	3			3	
3 PE activities (see note 3)	6			1-2-4	
6 PE activities (see note 4)	8				1-2
6 PE activities (see note 5)	12				1-2-3-4
8 PE activities (see note 6)	16	1-2 3-4	1-2 3-4		
PE 350	3	4	4		4
PE 360	3				3
MUS 200 or 420 or any course from ARTS or Science					2

### B. TRANSFER TO THE UNIVERSITY OF VICTORIA

Douglas College offers two-year university transfer programs which prepare students for entry into third year of the Bachelor of Education (elementary and secondary) programs at the University of Victoria.

The descriptions on the following pages outline all course requirements for the first four semesters excepting course requirements for a second teaching area.

Students entering their programs must select a second teaching area. Having done so, students must check with counselling or with the convenor of that discipline to establish:

- what the course requirements are for their second teaching area;
- if transfer credit to the University of Victoria has been granted for their courses.

Electives should also be chosen in consultation with faculty advisors.

### Bachelor of Education — Elementary — Transitional Program

Course Credits

#### FIRST SEMESTER

English — ENG 100	3
Math — MAT 150	3
Geography — GEOG 100 or GEOG 130	3
2 PE Activities — See Note 1 & 5	2
Second teaching area or prerequisites, if required; or electives	6
	17

#### SECOND SEMESTER

English — ENG 106 or ENG 114	3
Math — MAT 250	3
Geography — GEOG 110 or GEOG 120	3
1 PE Activity — See Note 1 & 5	1
Second teaching area or prerequisites, if required; or electives	6
	16

#### THIRD SEMESTER

English — ENG 316	3
Lab Science — CHE 100 or BIO 110 or PHY 100	3
Anthropology — ANT 120 or 130 or 190 OR	
History — HIS 113	3
2 PE Activities — See note 1 & 5	2
Physical Education — PE 350	3
Second teaching area or prerequisites, if required; or electives	3
	17

#### FOURTH SEMESTER

English — ENG 317	3
Lab Science — CHE 200 or BIO 111 or PHY 200 — See Note 2	3
Anthropology — ANT 120 or 130 or 190 OR	
History — HIS 114 — See Note 3	3
1 PE Activity — See Note 1 & 5	1
Second teaching area or prerequisites, if required; or electives	6
	16

### Bachelor of Education — Secondary

Course Credits

#### FIRST SEMESTER

English — ENG 100	3
Physical Education — 3 PE Activities — See Note 4 & 5	3
Corequisites and/or Electives	6
Second teaching area	3
	15

#### SECOND SEMESTER

English — ENG 106 or ENG 114	3
Physical Education — 2 PE Activities — See Note 4 & 5	2
Corequisites and/or Electives	6
Second teaching area	6
	17

#### THIRD SEMESTER

Physical Education — 2 PE Activities — See Note 4 & 5	2
Physical Education — PE 350	3
Corequisites and/or electives	6
Second teaching area	6
	17

#### FOURTH SEMESTER

Physical Education — 3 PE Activities — See Note 4 & 5	3
Corequisites and/or electives	6
Second teaching area	6
	15

### Notes — University of Victoria

1. Physical Education activity courses for the Bachelor of Education — Elementary Program are to be selected from the following list:

- PE 110, 113, 117, 118, 119 or 120, 129
- PE 126
- PE 111 or 116
- Maximum of 4 from PE 112, 114, 121, 122, 123, 124, 125, 127, 128, 151, 152 or choices in b. and c. above not taken (at least one outdoor and one indoor sport must be included).

2. The student's choice here must have a prerequisite in the third semester: e.g. prerequisite to CHE 200 would be CHE 100.

3. The student's choice here must be sequential to the choice made in the third semester: e.g. HIS 114 must be preceded by HIS 113.

4. Physical Education activity courses for the Bachelor of Education — Secondary Program are to be selected from the following list:

- PE 110, 113, 117, 119 or 120, 129
- PE 126
- PE 111 or 116
- Maximum of 5 from PE 112, 114, 118, 121, 122, 123, 124, 125, 127, 128, 151, 152 or choices in b. and c. above not taken (at least one outdoor and one indoor sport must be included).

5. It should be noted that although Physical Education activities are assigned 2 semester hours of credit each at Douglas College, they are assigned only 1 semester hour of credit at the University of Victoria. Thus students transferring to the University of Victoria would only be allotted one transfer credit for each Physical Education activity course they passed at Douglas College.

#### TRANSFER TO THE UNIVERSITY OF ALBERTA

Douglas College offers a two-year university-transfer program which prepares students for entry into third year of the Bachelor of Physical Education Program at the University of Alberta, Edmonton.

The descriptions on the following pages outline all course requirements for this degree. Six routes or areas of specialization are offered in this degree, namely, Adapted Physical Education, Administration, Coaching, Dance, Outdoor Education, Athletic Training and Conditioning. On completion of the course requirements in the first four semesters at Douglas College, each student, if accepted into third year of study at the University of Alberta, will be required to major in a minimum of one route. Students are requested to consult a University of Alberta calendar for precise details regarding course requirements in their third and fourth year of study.

Students are forewarned that only a limited number of applications for entry into third year will be accepted. Acceptance is usually based on reference and a good grade-point average.

#### PHYSICAL EDUCATION SERVICE PROGRAM

The popularity of many activity courses at Douglas College has prompted expansion into the area of voluntary service courses. All students, both part-time and full-time, are eligible to enrol in any one or more of these courses, which emphasize personal rather than professional development.

Classes meet for three hours weekly, and each course carries one credit. The three hours are devoted mainly to practical work. These courses are at present non-transferable but give credit toward the College diploma. The courses are numbered PE 130 to 150.

**PE 110 Track and Field** **2 credits**  
Theoretical and practical knowledge of six track and field events. Not intended to produce top-class athletes, but rather teachers who can help children and the community to make good use of leisure time through participation in athletic diversions. High jump, long jump, discus, shot put, sprinting, and middle-distance running are dealt with under the headings: kinesiological principles, teaching methods, and techniques appropriate to school and community programs. Offered as elective and for transfer.  
Summer semester  
Prerequisite: None  
Lecture: 1 Laboratory: 3  
Transferable to UBC, SFU, UVic and U.Alta

**PE 111 Badminton** **2 credits**  
Theoretical and practical knowledge of badminton. Not intended to produce expert players, but rather teachers who can help children in the community to make good use of leisure time through participation in athletic diversions. Emphasis is on skills, rules, tactics, teaching methods, and techniques appropriate to school and community programs. Offered as elective and for transfer.  
Spring semester  
Prerequisite: None  
Lecture: 1 Laboratory: 3  
Transferable to UBC, UVic and U.Alta

**PE 112 Volleyball** **2 credits**  
Theoretical and practical knowledge of volleyball. Not intended to produce expert players, but rather teachers who can help children and the community to make good use of leisure time through participation in athletic diversions. Emphasis is on skills, rules, tactics, teaching methods, and techniques appropriate to school and community programs. Offered as elective and for transfer.  
Fall semester  
Prerequisite: None  
Lecture: 1 Laboratory: 3  
Transferable to UBC, UVic and U.Alta

**PE 113 Swimming and Water Safety** **2 credits**  
Theoretical and practical knowledge of water-safety skills, strokes, entries, survival, and teaching techniques appropriate to school and community programs. Offered as elective and for transfer.  
Fall and spring semesters  
Prerequisite: Ability to swim 25 yards, any stroke  
Lecture: 1 Laboratory: 3  
Transferable to UBC, UVic and U.Alta

**PE 114 Basketball** **2 credits**  
Theoretical and practical knowledge of basketball. Not intended to produce expert basketball players, but rather teachers who can assist children and the community to make good use of leisure time through participation in athletic diversions. Emphasis is on skills, offensive and defensive tactics, teaching methods, and techniques. Offered as elective and for transfer.  
Fall semester

Prerequisite: None  
Lecture: 1 Laboratory: 3  
Transferable to UBC, UVic and U.Alta

**PE 115 Minor Games** **2 credits**  
Prepares the student to conceive, organize, and operate indoor recreation programs involving games, contests, and relays — including individual, pair, team, and group activities. Emphasizes teaching techniques and program planning. Offered as elective and for transfer.  
Spring semester  
Prerequisite: None  
Lecture: 1 Laboratory: 3  
Transferable to UBC and U.Alta (open option)

**PE 116 Tennis** **2 credits**  
This course, ordinarily given in summer, provides theoretical and practical knowledge of tennis. Not intended to produce expert players, but rather teachers who can assist children and the community to make good use of leisure time through participation in athletic diversions. Emphasis is on skills, rules, tactics, teaching methods, and techniques. Offered as elective and for transfer.  
Summer semester  
Prerequisite: None  
Lecture: 1 Laboratory: 3  
Transferable to UBC, UVic and U.Alta

**PE 117 Conditioning Programs** **2 credits**  
Theoretical and practical knowledge of conditioning programs related to specific needs. Not intended to produce top-class athletes, but rather instructors to serve the community. Emphasis is on conditioning exercises, fitness assessment, adaptation of exercise programs, teaching methods, and techniques. Offered as elective and for transfer.  
Fall semester  
Prerequisite: None  
Lecture: 1 Gymnasium: 3  
Transferable to UBC, UVic and U.Alta

**PE 118 Creative Dance** **2 credits**  
Theoretical and practical knowledge of contemporary dance as taught from the elementary to the college level. Not intended to produce experts, but rather instructors to serve the community. Emphasis is on rhythm and movement skills, dance notation, percussion accompaniment, teaching methods and techniques. Offered as elective and for transfer.  
Spring semester  
Prerequisite: None  
Lecture: 1 Laboratory: 3  
Transferable to UBC, UVic and U.Alta

**PE 119 Educational Gymnastics [Men and Women]** **2 credits**  
The student will gain a theoretical and practical knowledge of an individualized approach to movement education on floor and apparatus and relevant teaching methods.  
Fall semester  
Prerequisites: None  
Sequential courses: None  
Lecture: 1 Laboratory: 3  
Transferable to UBC, UVic and U.Alta

**PE 120 Artistic Gymnastics [Men and Women]** **2 credits**  
The student will gain a theoretical and practical knowledge of trampolining, tumbling, floor exercise, apparatus skills and routines and teaching methods.  
Fall semester  
Prerequisites: None  
Sequential Courses: None  
Lecture: 1 Laboratory: 3  
Transferable to UBC, UVic and U.Alta

**PE 121 Field Hockey** **2 credits**  
Theoretical and practical knowledge of field hockey. Not intended to produce expert players, but rather teachers of field hockey who will be able to utilize the acquired knowledge within the community and schools. Emphasis is on skills, rules, offensive and defensive tactics, teaching methods, and techniques. Offered as elective and for transfer.  
Spring semester  
Prerequisite: None  
Lecture: 1 Laboratory: 3  
Transferable to UBC, UVic and U.Alta

**PE 122 Soccer** **2 credits**  
Theoretical and practical knowledge of soccer. Not intended to produce expert players, but rather teachers who will be able to utilize the acquired knowledge within the community and schools. Emphasis is on skills, rules, offensive and defensive tactics, teaching methods, and techniques. Offered as elective and for transfer.  
Fall and spring semesters  
Prerequisite: None  
Lecture: 1 Laboratory: 3

Transferable to UBC, UVic and U.Alta

**PE 123 Social Dance** 2 credits

Theoretical and practical knowledge of figures and techniques of waltz, fox trot, rumba, samba, tango, cha-cha-cha, polka, jive, and discotheque swing. Covers the history of social dance, dance etiquette, and teaching methods.

Fall semester

Prerequisite: None

Lecture: 1 Laboratory: 3

Transferable to UBC, UVic and U.Alta

**PE 124 Outdoor Activities and Leadership Skills** 2 credits

An introduction to camping, orienteering, cross-country skiing, snowshoeing, and canoeing. The main emphasis is on outdoor leadership skills, since this course is designed basically for students going into teaching.

Spring semester

Prerequisite: None

Lecture: 1 Laboratory: 3

Transferable to UBC, UVic and U.Alta

**PE 125 Baseball** 2 credits

Theoretical and practical instruction in teaching, coaching, and playing baseball. Students are taught how to play each position on the field to qualify them to teach or coach baseball at all skill levels and age groups. They also have the opportunity to do some practical teaching.

Spring semester

Prerequisite: None

Lecture: 1 Laboratory: 3

Transferable to UBC, UVic and U.Alta

**PE 126 Curling** 2 credits

Theoretical and practical instruction in teaching, coaching, and actual curling. Covers all skills, rules, strategy, terminology, etiquette, history, methods of organizing tournaments, and teaching and coaching methods.

Spring semester

Prerequisite: None

Lecture: 1 Laboratory: 3

Transferable to UBC, UVic and U.Alta

**PE 127 Football** 2 credits

The student will gain theoretical and practical knowledge in teaching, coaching and playing of football. This will encompass all skills, rules, strategy, terminology, etiquette, history, methods of organizing leagues and tournaments, and teaching and coaching methods.

Spring semester

Prerequisite: None

Lecture: 1 Laboratory: 3

Transferable to UBC, UVic and U.Alta

**PE 128 Rugby** 2 credits

The student will gain theoretical and practical knowledge in the teaching, coaching and playing of rugby. This will encompass all skills, rules, strategy, terminology, etiquette, history, methods of organizing leagues and tournaments, and teaching and coaching methods.

Fall semester

Prerequisite: None

Lecture: 1 Laboratory: 3

Transferable to UBC, UVic and U.Alta

**PE 129 Folk Dance** 2 credits

The student will gain a theoretical and practical knowledge of the history, steps, dances, style characteristics and teaching methods of the folk dance of various countries.

Spring semester

Prerequisite: None

Lecture: 1 Laboratory: 3

Transferable to UBC, UVic and U.Alta

**PE 130 Swimming** 1 credit

Water safety, strokes, skills, entries, survival techniques; recreational and competitive activities, including racing, diving, water polo, and other games.

Fall semester

Prerequisite: None

Physical participation: 3

No transfer credit

**PE 131 Archery** 1 credit

Selection and care of archery equipment, safety measures, shooting techniques, skills, target shooting, competitive events, novelty tournaments, archery, golf.

Offered on sufficient demand

Prerequisite: None

Physical participation: 3

No transfer credit

**PE 132 Curling** 1 credit

Dress, equipment, delivery, take-out technique, sweeping, rules, terminology, etiquette, skipping strategy.

Offered on sufficient demand

Prerequisite: None

Physical participation: 3

No transfer credit

**PE 133 Conditioning** 1 credit

Individual appraisal of elements of fitness, individual and group exercise programming, calisthenic and isometric exercise; weight and circuit training, jogging, individual and group games and contests. Students learn to assess personal physical condition, and the means to attain and maintain achieved levels of strength, endurance, trimness, etc. with minimum drudgery.

Offered on sufficient demand

Prerequisite: None

Physical participation: 3

No transfer credit

**PE 134 Badminton** 1 credit

Basic strokes, rules, and strategies for singles and doubles play; terminology; tournament competition.

Offered on sufficient demand

Prerequisite: None

Physical participation: 3

No transfer credit

**PE 135 Squash, Handball, and Racquetball** 1 credit

Basic strokes, rules, and strategies for singles and doubles play; terminology; tournament competition.

Fall semester

Prerequisite: None

Physical participation: 3

No transfer credit

**PE 136 Golf** 1 credit

Selection and care of equipment, safety, etiquette, golf swing, techniques and skills of using various clubs; terminology, course practice, scoring competition.

Spring semester

Prerequisite: None

Physical participation: 3

No transfer credit

**PE 137 Basic Scuba Diving** 1 credit

Students learn sufficient theoretical knowledge of scuba-diving physics, physiology, equipment, and safety, as well as thorough practical training in pool and open water. Students must meet requirements of international certification.

Spring semester

Prerequisite: Medical examination (form provided)

Seminar: 1 x 2 Field experience: 1 x 1½ Pool: 1 x 2

No transfer credit

**PE 151 Wrestling** 2 credits

The student will gain a theoretical and practical knowledge of the terminology, rules, training methods, basic skills, strategies, teaching methods and methods of organizing tournaments of wrestling.

Fall semester

Lecture: 1 Laboratory: 3

Transferable to UBC, UVic and U.Alta

**PE 152 Golf** 2 credits

The student will gain a theoretical and practical knowledge of the rules, etiquette, terminology, basic skills, strategies, teaching methods and methods of organizing tournaments of golf.

Spring semester

Prerequisite: None

Lecture: 1 Laboratory: 3

Transferable to UBC, UVic and U.Alta

**PE 153 Archery** 2 credits

The student will gain theoretical and practical knowledge of Archery for the purpose of performing, teaching and coaching. This education will encompass conditioning, skills, rules, strategy, terminology, etiquette, safety, and the history of Archery.

Spring semester

Lecture: 1 Laboratory: 3

Unassigned transfer credit to UBC

**PE 155 Boxing** 2 credits

The student will gain theoretical and practical knowledge of Boxing for the purpose of performing, teaching and coaching. This education will encompass conditioning, skills, rules, strategy, terminology, etiquette, safety, and the history of Boxing.

Spring semester

Lecture: 1 Laboratory: 3

Unassigned transfer credit to UBC

**PE 210 Track and Field** **2 credits**  
Theoretical and practical knowledge of seven track and field events. Not intended to produce champions, but rather instructors to teach in schools and serve the community. Specific studies of sprinting, hurdling, middle-distance relays, jumping, pole vaulting, throwing. Throwing methods appropriate to school and community programs stressed. Offered as elective and for transfer.  
Offered on sufficient demand  
Prerequisite: PE 110 or permission of instructor  
Lecture: 1 Laboratory: 3  
Transferable to UBC

**PE 350 Foundations of Physical Education** **3 credits**  
An in-depth study of physical education as a profession, as well as of principles, nature, scope, and objectives of physical education and their interpretations. Course is required in Bachelor of Physical Education Program, and in Bachelor of Education programs with a physical education major.  
Spring semester  
Prerequisite: None  
Lecture: 3 Seminar: 1  
Transferable to UBC, UVic and U.Alta

**PE 360 Health Education** **3 credits**  
An introduction to anatomy and physiology, involving study systems, growth and development, and personal hygiene. Offered as elective and for transfer.  
Spring semester  
Prerequisite: None  
Lecture: 4  
Transferable to UBC, UVic and U.Alta

**PE 370 The Performing Arts in Recreation** **3 credits**  
The student will gain a basic theoretical and practical knowledge of the administrative and organizational principles of the Performing Arts. This will include music, dance, drama.  
Fall semester  
Prerequisite: None  
Sequential course: PE 470  
Lecture: 1 Laboratory: 3  
Transferable to UBC and U.Alta

**PE 380 Introduction to Recreation** **3 credits**  
An introduction to the background and principles of community recreation; the relationship of school recreation programs to community recreation programs; the philosophy of recreation. Offered as an elective and for university transfer.  
Fall semester  
Prerequisite: None  
Sequential courses: None  
Lecture: 3 Seminar: 1  
Transferable to UBC and U.Alta

**PE 470 The Fine Arts in Recreation** **3 credits**  
The student will gain a basic theoretical and practical knowledge of the administrative and organizational principles of the Fine Arts. This will include painting, drawing, ceramics, silkscreening and film making.  
Spring semester  
Prerequisite: None  
Sequential courses: None  
Lecture: 1 Laboratory: 3  
Transferable to UBC and U.Alta

## PHYSICS

Students intending to either major or honor in physics should consult the calendar of the university which they plan to attend after leaving Douglas, to determine the exact prerequisites for physics, mathematics and chemistry.

For either a major or an honor in physics, courses selected during the first and second semesters should include:

PHY 100 and 200, or PHY 110 and 210  
CHE 110 and 210

MAT 120, 220 and 131

In the third and fourth semesters, the selected courses should include:

PHY 320, 321, 420 and 421

MAT 231, 321 and 421

The four-semester Physics Program at Douglas does not completely match the first two years of the UBC Physics Major Program. During their third year at UBC, Douglas graduates must take Physics 216 (2), and may also be asked to take Physics 156 (1½). Those intending to honor in physics at UBC are advised to transfer after completing two semesters at Douglas.

The honors and major programs at SFU are identical up to the end of the fourth level (semester). Students proceeding to SFU after having completed the four-semester Physics Program at Douglas will be lacking two units of laboratory credit and the equivalent of Physics 211, but will carry five units of unassigned credit.

**PHY 100 Introductory General Physics** **5 credits**  
A non-calculus physics course for students with little or no background in physics, covering mechanics and sound.  
Prerequisite: B.C. Math 11 or equivalent knowledge of trigonometry and algebra, or permission of instructor  
Lecture: 3 Laboratory: 3 Tutorial: 1  
Transferable to UBC and SFU

**PHY 103 A Preparatory Course in Physics** **4 credits**  
This course is intended for students who either lack the prerequisites to PHY 100 or 200 or who desire an upgrading in basic Physics. Topics include units and measurements, graphing, velocity and acceleration, introduction to vectors, force (mechanical, electric, magnetic), Newton's Laws, projectiles, circular motion, and energy (mechanical, heat, electrical, light).  
Prerequisite: MAT 103 or equivalent should precede or be taken concurrently  
Lecture plus Laboratory: 6  
No transfer credit

**PHY 105 Solar System Astronomy** **3 credits**  
A survey of the solar system for non-Science majors, involving study of physical laws necessary for observation and understanding of the solar

system. Includes origin of the solar system, planets and their satellites; telescopes and optics; light and the electromagnetic spectrum; comets, meteors and asteroids.

Fall semester  
Prerequisite: None  
Lecture: 3 Laboratory: 2  
Transferable to UBC and SFU

**SCI 106 Introductory Physical Science** **5 credits**  
This course is a basic introduction to physical science with an emphasis on experimentation. Topics will include: scientific method, classification, measurement and SI, heat, temperature, light, nature of matter, gases, crystals, motion, energy, electrostatics, electric circuits, atomic structure and mass, ions, oxidation-reduction, chemical equations, electrolysis, molecules, acids and bases, the solar system and eclipses, stars, galaxies, and telescopes.  
Prerequisite: None (MAT 103 recommended as a corequisite)  
Lecture: 3 Laboratory: 4  
Transferable to UBC and SFU

**PHY 110 Mechanics and Sound** **5 credits**  
Topics include vectors; particle kinematics and dynamics; momentum, work, energy and power; rotational motion; statics, periodic motion; wave motion; and sound.  
Fall semester  
Prerequisite: B.C. Math 12 (or equivalent) and B.C. Physics 12 (or equivalent), or at least second-class standing in B.C. Physics 11 and B.C. Math 12 and permission of instructor. A course in calculus must precede this course or be taken concurrently  
Lecture: 3 Laboratory: 3 Tutorial: 1  
Transferable to UBC and SFU

**PHY 200 Introductory General Physics** **5 credits**  
A non-calculus physics course for students with little or no background in physics. Covers heat, electricity and magnetism, and light.  
Prerequisite: PHY 100 or B.C. Physics 11 and B.C. Mathematics 11 or equivalent, or permission of instructor  
Lecture: 3 Laboratory: 3 Tutorial: 1  
Transferable to UBC and SFU

**PHY 205 Stellar Astronomy** **3 credits**  
A survey of stars and stellar systems (clusters, galaxies), the evolution of stars, and cosmology. For non-Science majors.  
Spring semester  
Prerequisite: PHY 105 or permission of instructor  
Lecture: 3 Laboratory: 2  
Transferable to UBC and SFU

**PHY 210 Heat, Electricity and Magnetism, and Light** 5 credits  
Topics include temperature, thermal expansion, quantity of heat, heat transfer, thermodynamics, electrostatics, direct current circuits, magnetic forces and fields, electromagnetic induction, reflection and refraction of light, interference and diffraction, and polarization.  
Spring semester  
Prerequisite: PHY 110 or equivalent, or PHY 100 with a grade of either A or B and permission of instructor. Must be preceded by a course in calculus

Lecture: 3 Laboratory: 3 Tutorial: 1  
Transferable to UBC and SFU

**PHY 320 Heat and Special Relativity** 3 credits  
Topics include kinetic theory of gases, the laws of thermodynamics, entropy, Galilean and Lorentz transformation, and relativistic kinematics and dynamics.

Spring semester  
Prerequisite: PHY 210 or 100 and 200 with an A or B average and permission of instructor. MAT 321 must precede it or be taken concurrently  
Lecture: 3 Tutorial: 1  
Transferable to UBC and SFU

**PHY 321 Laboratory in Contemporary Physics** 2 credits  
This laboratory course consists of experiments on direct-current circuits, application of statistics to data, introduction to semiconductors, some atomic physics, the motion of charged particles in electric and magnetic fields, and the operation and application of an oscilloscope. In addition,

there are lectures and demonstrations on electrical instrumentation and measurement.

Fall semester

Prerequisite: PHY 420 must precede it or be taken concurrently  
Laboratory: 3

Transferable to UBC and SFU

**PHY 420 Intermediate Electricity** 3 credits  
Topics include electrostatic forces and fields, electric potential, capacitance and dielectrics, direct-current circuits, magnetic fields, electromagnetic induction, magnetic properties of materials, alternating-current circuits, conductivity, vacuum tubes, and semi-conductor devices.  
Fall semester

Prerequisite: PHY 210 or 100 and 200 with an A or B average and permission of instructor. MAT 321 must precede it or be taken concurrently  
Lecture: 3 Tutorial: 1  
Transferable to UBC and SFU

**PHY 421 Laboratory in Electric Circuits** 2 credits  
Consists of experiments on alternating-current circuits and on vacuum tubes and semi-conductor devices. In addition, there are lectures and demonstrations on electrical instrumentation and measurement.

Spring semester

Prerequisite: PHY 321

Laboratory: 3

Transferable to UBC and SFU

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## POLITICAL SCIENCE 9

**POL 105 The Canadian Legal System** 3 credits  
Development of Canadian legal systems, relationship of civil and criminal law, legislative bodies and courts, and court officers.  
Prerequisite: Nil  
Lecture: 4 and field experience  
Transferable to UBC & SFU

**POL 110 Ideology and Politics** 3 credits  
An examination of major ideologies, including democratic capitalism, democratic socialism and different forms of totalitarianism.  
Prerequisite: Nil  
Lecture: 2 Seminar: 2  
Transferable to UBC & SFU

**POL 120 Canadian Government** 3 credits  
A study of the problems of federal, provincial, and municipal governments with emphasis on Canada's federal nature and its future as a nation.  
Prerequisite: Nil  
Seminar: 2 x 2  
Transferable to UBC & SFU

**POL 122 Municipal Government** 1½ credits  
An examination of municipal government, the government level closest to the people, and of the environment in which it operates. Special emphasis on the practical aspects of municipal government, particularly as it relates to the role of alderman.  
Prerequisite: Nil  
Lecture: 2 Seminar: 2  
No transfer credit

**POL 125 Introduction to Political Science** 3 credits  
An overview of basic political concepts and theories, and an examination of the structures and processes involved in politics and policy-making.  
Prerequisite: None  
Lecture: 2 Tutorial: 2  
Transferable to UBC & SFU

**POL 130 Soviet Government: Theory and Practice** 3 credits  
Explores various theories of Russian and Soviet political culture, the ideological heritage, the formal and informal structure of Soviet government and politics, the soviet federal system, and the administration of Soviet society and the state.

Prerequisite: Nil

Lecture: 2 Seminar: 2

Transferable to UBC & SFU

**POL 140 Chinese Government and Politics** 3 credits  
Explores a number of topics relating to origin and development of the Chinese communist revolutionary movement, ideology and organization in China, and China's international relations since 1949.

Prerequisite: None

Lecture: 2 Tutorial: 2

Transferable to UBC & SFU

**POL 150 Introduction to International Relations** 3 credits  
A critical examination of the nature of the international system of states. Analyzes the political, military, cultural, psychological, economic, and ideological factors affecting the behavior of states in their mutual relations, and the impact of international organizations and technological developments on world politics.

Prerequisite: None

Lecture: 2 Tutorial: 2

Transferable to UBC & SFU

**POL 155 Contemporary International Conflict** 3 credits  
A study of the nature and causes of international conflict, with an examination of contributions derived from research in the disciplines of history, political science, economics, sociology, and psychology. An intergration of these methods of analysis is attempted.

Prerequisite: Nil

Lecture: 2 Seminar: 2

Transferable to UBC & SFU

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## PSYCHOLOGY 16

The scope of psychology includes every activity that living organisms are capable of performing. Psychology emphasizes the study of observable behaviour but is not limited to these things. It studies every life form and at times it is very difficult to distinguish from other disciplines such as biology, physiology, ethnology on the one end and sociology, political science, economics, and anthropology at the other. This broad scope of psychology makes it both very interesting and very demanding. Certain

aspects of psychology strongly emphasize a natural science approach using experimentation and statistics, while others emphasize a humanistic, intuitive approach. Both approaches are part of the domain of psychology. A popular misconception of psychology is that it teaches you how to "manipulate others" or "analyze yourself" or "become a better person". These topics are only a part of the field and most of the subject deals with other areas. Most students find that the scientific emphasis is much more

than expected. One thing which will be emphasized is that the applied areas of psychology are based on a great deal of scientific research whenever possible. Thus, much of the course of study involves learning about this scientific basis for the areas of applied psychology.

**NOTE: FOR UBC:**

1. Students interested in honoring or majoring in psychology are advised to enrol in PSY 100, 200, 300 and 400 at Douglas.
2. The maximum advance credit permitted in psychology is 9 units of credit at UBC.
3. Any two of PSY 320, 321, 322, 330, 350, 430, 450 may be transferred to UBC as assigned credit in Psychology, equivalent to Psychology 206 (3 units).

**NOTE: FOR SFU**

Students interested in honoring or majoring in psychology are advised to enroll in PSY 100, 200, 207, 300 and 400 at Douglas.

**NOTE:**

PSY 100 and 200 can be taken in SEQUENCE\* in one semester (when offered as a condensed course designated PSY 100/200). This is accomplished by doubling the frequency of class sessions. Thus, the total course packaged in this manner represents the work load of two courses. It receives (6) six credits, all of which are transferable to the universities. \*This package does not allow students to take PSY 100 and 200 concurrently, since PSY 100 is a prerequisite for PSY 200.

**PSY 100 Basic Psychological Processes 3 credits**

An introduction to the major basic psychological processes of learning, memory, language, thought, awareness, emotion, motivation, sensation, perception, physiological psychology, history, methodology and statistics. The emphasis is on psychology as a natural science, and provides the scientific basis for the subsequent study of the major subject areas and applications of psychology dealt with in PSY 200 and advanced courses. Spring, summer & fall semesters  
Prerequisite: None  
Lecture: 2 Seminar: 2  
Transferable to UBC, SFU and UVic.

**PSY 110 Social Issues [Psychology of Women] 3 credits**

A psychological study of woman's experience in nature. It examines early female development (cognitive, interpersonal, and self-concept development). It explores both the psychological origins and psychological effects of sex roles in an attempt to clarify what the roles are, how they are acquired, and how they are maintained. It then examines adult female development, focusing on the impact of marriage, family, work, and aging. It also covers personality development and mechanisms of change for developing full human potential. Spring and fall semesters  
Prerequisite: None  
Lecture: 3 Seminar: 1  
Transferable to UBC, SFU and UVic.

**PSY 200 Areas and Applications of Psychology 3 credits**

Focuses on the major areas of study and applications of psychology. Personality, social, developmental, and abnormal psychology are examined in relation to the basic psychological processes already studied. Relates psychology to the applied areas of psychological testing and measurement, group processes, personal adjustment, child-rearing practices, personnel and administrative practices and the modification of disordered behaviors. Spring, summer and fall semesters  
Prerequisite: PSY 100  
Lecture: 2 Seminar: 2  
Transferable to UBC, SFU and UVic.

**PSY 207 History and Philosophy of Psychology 3 credits**

This course deals critically with the historical roots of the theories and methods of psychology. It presents the history of psychology by exploring the ideas of psychologists in the context of the times in which they lived. The basic assumptions underlying psychological theory and research are critically examined to show how these assumptions both help and hinder the advancement of the field. Prerequisite: PSY 100  
Lecture: 2 Seminar: 2  
Transferable to UBC, SFU and UVic.

**PSY 300 Experimental Psychology: Statistics 3 credits**

The first of a two course sequence (see PSY 400) dealing with experimental psychology. It concentrates on learning the basic statistical methods of analyzing psychological research. Emphasis is placed on dealing with the question "How do we know the results of a particular experiment are real and not due to chance factors?" Fall and spring semesters  
Prerequisite: PSY 200 or PSY 207  
Lecture: 2 Laboratory: 3  
Transferable to UBC, SFU and UVic.

**PSY 320 Developmental Psychology: Childhood 3 credits**

An introduction to the process of development, focusing on major principles of development; descriptive changes in child growth and behaviour; contemporary research and theory on origins and changes in areas such as perception, learning, personality, and social behaviour of children. Spring and fall semesters  
Prerequisite: PSY 200  
Lecture: 2 Seminar: 2  
Transferable to UBC, SFU and UVic.

**PSY 321 Developmental Psychology: Adolescence 3 credits**

A social psychological study of that stage of life called adolescence. The major theories and research findings about adolescent development are examined with a view to their use in addressing the life problems of North American adolescents. The emphasis is on the social-cultural context of this developmental stage and how this context creates much of what we label adolescence. Spring and fall semesters  
Prerequisite: PSY 200 or PSY 207  
Seminar: 2 Lecture: 2  
Transferable to UBC, SFU and UVic.

**PSY 322 Developmental Psychology: Adulthood 3 credits**

A survey of the developmental process from young adulthood to old age. The basic content areas of psychology are examined in relation to the special focus provided by the theories and data of adult development, aging and longevity research. Special emphasis is given to the social problems associated with the aged. The social and psychological aspects of death and dying are also studied. Spring and fall semesters  
Prerequisite: PSY 200 or PSY 207  
Lecture: 2 Seminar: 2  
Transferable to UBC, SFU and UVic.

**PSY 330 An Introduction to Social Psychology 3 credits**

A study of the individual's behaviour within his social context, focusing on problems and methods of social psychology at three levels: intrapersonal, interpersonal, and group behaviour. Topics include interpersonal attraction, perception, social learning and social influence, social roles and status, and group processes. Spring and fall semesters  
Prerequisite: PSY 200 or PSY 207  
Lecture: 2 Seminar: 2  
Transferable to UBC, SFU and UVic.

**PSY 340 Psychology of Organizations 3 credits**

An introduction to the nature of organizations and an examination of the factors influencing individual functioning in organizational settings. The course emphasizes theories and techniques of psychologists and other behavioural scientists in studying behaviour in organizations, and in dealing with organizational problems. Spring and fall semesters  
Prerequisite: PSY 200 or PSY 207  
Lecture: 1 Laboratory: 2 Seminar: 1  
Transferable to UBC, SFU and UVic.

**PSY 350 Conceptual Frameworks of Abnormal Behavior 3 credits**

A theoretical and experimental consideration of personality dynamics and behaviour as they relate to a normal-abnormal continuum. A perspective on the concept of abnormality as currently used is sought by considering:  
a. Effects on major psychological processes;  
b. Conceptual frameworks from personality theory;  
c. Cornerstone symptoms related to personal adjustment. Spring and fall semesters  
Prerequisite: PSY 200 or PSY 207  
Lecture: 2 Seminar: 2  
Transferable to UBC, SFU and UVic.

**PSY 351 Abnormal Psychology for Mental Health Workers 3 credits**

A first level course on conceptual models of abnormal behavior. The full range of disordered psychological processes is considered. Major theories and research findings on types and causes of mental illness are examined. Includes traditional and contemporary classification models, diagnostic systems and procedures, and assessment tools. Spring and fall semesters  
Prerequisite: PSY 100  
Lecture: 2 Seminar: 2  
No transfer credit

**PSY 380 Student Proctoring in Psychology 2 credits**

Provides experience in the administration and analysis of objective quizzes in psychology. Quizzes are handled in an interview situation. The students may also work in small groups, engaging in discussion concerning the understanding of general psychological principles. Spring and fall semesters  
Prerequisite: PSY 200 or PSY 207

Tutorial: 1 Proctoring: 5  
No transfer credit

**PSY 400 Experimental Psychology: Research** 3 credits  
The second of a two course sequence. (see PSY 300) dealing with experimental psychology. It concentrates on the critical analysis and performance of psychological research and involves considerable laboratory work. In this process the research from the various areas of experimental psychology is examined.  
Spring semester  
Prerequisite: PSY 300  
Lecture: 2 Laboratory: 3  
Transferable to UBC, SFU and UVic.

**PSY 430 Social Psychology: Theory and Research** 3 credits  
A sequel to An Introduction to Social Psychology, this course consists of directed investigation in one area of social psychology, enabling the student to learn more fully the theoretical explanations of that area. Contemporary

social-psychological research methods are utilized in projects investigating the student's area of interest.

Spring semester  
Prerequisite: PSY 330  
Seminar: 2 Laboratory: 2  
Transferable to UBC, SFU and UVic.

**PSY 450 Theories of Psychotherapeutic Intervention** 3 credits  
This course is an introduction to the broad spectrum of treatment approaches available to emotionally distressed individuals. It is not designed to teach techniques, but rather to acquaint students with existing approaches to therapy, and to develop an appreciation for the issues involved in evaluating the effectiveness of psychotherapy.  
Spring and fall semesters  
Prerequisite: PSY 350  
Lecture: 2 Seminar: 2  
Transferable to UBC, SFU and UVic.

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## RELIGION—SEE PHILOSOPHY

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## SKILL DEVELOPMENT

**SD 100 Reading Skills for College** 1½ credits  
A half-semester course, emphasizing improvement of reading comprehension and rate. Skills introduced include previewing, skimming, scanning, information analysis, critical reading skills, flexibility of reading rate. Students are encouraged to develop skills in special study/interest areas (academic, business, technical).  
Prerequisite: None  
Laboratory: 1 Seminar: 2 Student Directed Learning: 1  
No transfer credit

**SD 102 Introductory Reading Skills** 1½ credits  
A half-semester course designed for the college or potential college student with minimal reading skills. The course will incorporate aspects of corrective as well as developmental reading: vocabulary and word-attack skills, using context clues, reading in thought units, analyzing paragraphs as a basic unit of thought/information.  
Laboratory: 1 Seminar: 2 Student Directed Learning: 1

**SD 110 Study Skills for College** 1½ credits  
A half-semester course in which study skills are demonstrated: listening skills, exam preparation, taking lecture and text notes, time utilization, concentrating and remembering, general approaches to study, study techniques and specific subjects, and the organization of themes and course papers.

Prerequisite: None  
Laboratory: 1 Seminar: 2 Student Directed Learning: 1  
No transfer credit

**SD 111 Skills for College Library Research—See LIBRARY**

**ENG 120 Writing Skills—See ENGLISH AND COMMUNICATIONS**

**SD 130 Financing Your Education** 1½ credits  
This course will assist students attending college (or planning to attend) with the basic techniques of personal money management including short-term and long-term financial objectives. Emphasis will be placed on budgeting and the effective use of financial resources in achieving post-secondary educational goals.  
Prerequisite: None  
Lecture: 1 Seminar: 1  
No transfer credit

**SD 200 Advanced Reading** 1 credit  
An opportunity to further develop the skills introduced in SD 100.  
Prerequisite: SD 100  
Laboratory: 2 Student Directed Learning: 1  
No transfer credit

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## SOCIAL SCIENCES

**SSC 110 An Introduction to Social Science** 3 credits  
A series of lectures by social scientists dealing with three themes inherent in the social science cluster of disciplines. These themes are: (1) An introduction to the history and theory of the social sciences, (2) Social scientific disciplines and methods of study, (3) Applied social science. The course will emphasize the applicable use of social scientific concepts by the helping professions.  
Offered on sufficient demand  
Prerequisite: None  
Lecture: 3 Seminar: 1  
Transfer credit to be determined

**SSC 140 Human Relations and Organizational Behaviour** 3 credits  
An introduction to theory and research in the social sciences as they apply to interpersonal relationships, behavior in organizations, and the management of human resources. The course provides an opportunity to develop self-awareness and interpersonal skills that contribute to effective functioning in group settings.  
Spring and fall semesters  
Prerequisite: None

Lecture: 1 Laboratory: 1 Seminar: 1  
Student Directed Learning: 1  
No transfer credit

**SSC 200 Social Sciences Perspectives: Idol or Tool or Lie** 3 credits  
An exploration of the historical and philosophical traditions of the social and behavioral sciences. After a perspective has been gained concerning the assumptions inherent in various social theories, social problems such as mental health, criminology, education, and urbanization, to which social and behavioral scientists address themselves, are re-examined.  
Offered on sufficient demand  
Prerequisite: Any 100-level course in Social Sciences, or permission of the instructor  
Lecture: 2 Seminar: 2  
Transferable to SFU, UBC to be determined

**SSC 205 Parapsychology** 3 credits  
Parapsychology may be defined as the study of phenomena which do not appear to be explainable wholly in terms of physical principles. This course will study telepathy, clairvoyance, psychokinesis, precognition,



retro-cognition and related abilities from a scientific analytic perspective. The implications of such abilities for individuals and for our society will also be considered.  
Offered on sufficient demand

Prerequisite: None  
Lecture: 2 Seminar: 2  
Transfer credit to be determined

## SOCIOLOGY

As one of the social sciences, sociology is a disciplined, intellectual quest for fundamental knowledge of the nature of things. It specifically deals with social groups, their internal forms or modes of organization, the processes that tend to maintain or change these forms of organization, and the relationships between groups.

The value of a science of social groups should need little emphasis. Each of us is born into a family group, and most of our actions thereafter are performed in our capacity as a member of one group or another.

In SOC 125, the student becomes acquainted with the sociological approach as well as with the major areas of interest in sociology. In SOC 135, the student is concerned with the main thinkers in sociology and their relevance to modern life. Above the 100 level, the student is able to take courses of specific interest.

Those continuing their studies at SFU should take two courses at the 100 level in sociology or anthropology, and three courses above the 100 level in sociology and anthropology.

**NOTE:**

Since UBC operates on a yearly and not a semester basis, students planning to attend UBC are strongly advised to take both SOC 125 and 135 before proceeding to the 200 level. (This does not apply to students planning to attend SFU).

**SOC 125 Social Processes** 3 credits  
An investigation of the social causes and consequences of stability and change as they affect class, status, and power relationships in contemporary societies.

Spring, summer and fall semesters

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable to UBC and SFU

**SOC 135 Introduction to Social Theory** 3 credits  
An examination of the development of sociological theory and its relevance to the present, both within the confines of the discipline and in life. The main theories, concepts, and models of sociology are presented.

Spring and fall semesters

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable to UBC with SOC 125 and SFU

**SOC 225 Canadian Social Institutions** 3 credits  
An examination of the social structure of Canadian society. Involves delineation of the prevailing system of social stratification in Canada and analysis of the dominant lifestyles of Canadians by region and cultural heritage.

Fall and spring semesters

Prerequisite: SOC 125

Lecture: 2 Seminar: 2

Transferable to UBC and SFU

**SOC 240 The Role of Women in Society** 3 credits  
A study of women in society with emphasis on the relationship between

changes in their roles and changes in the social structure. Possible future trends analyzed.

Fall semester, or on sufficient demand

Prerequisite: SOC 125 or 135

Lecture: 2 Seminar: 2

Transferable to UBC and SFU

**SOC 250 The Role of the Family in Society** 3 credits

A discussion of theories concerning origins of the family as well as an analysis of the family in different cultures. Particularly concerned with family life in Canada and influence of the social structure on the family.

Spring semester or on sufficient demand

Prerequisite: SOC 125 or 135

Lecture: 2 Seminar: 2

Transferable to UBC and SFU

**SOC 260 Sociological Inquiry** 3 credits

An investigation of the empirical method employed by sociologists in the collection and validation of data. Includes sampling procedures, quantitative and qualitative analysis of participant and non-participant observations. Model and paradigm construction introduced.

Fall semester

Prerequisite: SOC 125 or 135

Seminar: 2 Tutorial: 2

Transferable to UBC and SFU

**SOC 280 Sociology of Health and Illness** 3 credits

An examination of the sociological and social psychological factors pertaining to health and illness, and their relationship to medicine and the health professions.

Spring and fall semesters

Prerequisite: SOC 125 or 135

Lecture: 2 Seminar: 2

Transferable to UBC and SFU

**SOC 290 Urbanization and Industrialization** 3 credits

An examination of variables involved in the phenomena of urbanization, urban organization, and industrial development. The viewpoint is cross-disciplinary in that social, cultural, and economic variables are brought together in historical context.

Spring and fall semesters

Prerequisite: SOC 125 or SOC 135

Lecture: 2 Seminar: 2

Transferable to UBC and SFU

**SOC 360 Sociological Inquiry** 3 credits

An in-depth analysis of sociological methods, centred on quantitative analysis including computer application of data, paradigm construction, and questionnaire construction. Practical applications required.

Spring semester

Prerequisite: SOC 260

Tutorial: 4

Transferable to UBC and SFU

## THEATRE

This two-year program leads to the Diploma of Associate in Theatre Arts. Certain courses are transferable to the University of B.C. and the University of Victoria. Students should be aware, however, of the extremely limited transfer possibilities at UBC.

The program is designed to provide a sound basis for students who plan to pursue a career in theatre. Students will participate in College productions, and involvement with community theatre groups is encouraged.

An interview with the program convener is necessary for admission to the program. Interviews will be held the latter part of May. Interested students should call 521-4851.

Students intending to transfer to UBC or UVic should be certain to confer with the Douglas College theatre convener or a counsellor.

Certain core courses in theatre will be required and students are encouraged to choose electives that will contribute to their general knowledge in areas related to theatre.

NOTE: At the present time, the College is only able to offer the first year of the Theatre Program. As faculty and instructional resources become available, it is expected that second year courses will soon be added.

Prospective students are requested to consult with a College Counsellor or the Director of Admissions prior to applying.

FIRST SEMESTER	CREDITS
THEA 105	History of Theatre—Greek, Roman, Medieval . . . . . 3
THEA 110	Basic Acting . . . . . 3
THEA 111	Basic Speech . . . . . 2

THEA 140	Set Construction .....	3
THEA 171	Basic Movement .....	3
THEA 180	Play Production .....	3
	Elective .....	1-3

#### SECOND SEMESTER

THEA 106	History of Theatre—Early Tudor to End of Classicism .....	3
THEA 210	Intermediate Acting .....	3
THEA 211	Intermediate Speech .....	2
THEA 240	Set Design .....	3
THEA 271	Intermediate Movement .....	3
THEA 180 or 280	Play Production .....	3

#### THIRD SEMESTER (Proposed)

THEA 107	History of Theatre—Restoration to Modern .....	3
THEA 310	Senior Acting .....	3
THEA 311	Senior Speech .....	2
THEA 240	Set Design .....	3
THEA 371	Senior Movement .....	3
THEA 180 or 380	Play Production .....	3
	Elective .....	1-3

#### FOURTH SEMESTER (Proposed)

THEA 108	Theatre Seminar—Plays in Progress .....	3
THEA 410	Advanced Acting .....	3
THEA 411	Advanced Speech .....	2
THEA 150	Directing and Theatre Management .....	4
THEA 471	Advanced Movement .....	3
THEA 180 or 480	Play Production .....	3

#### THEA 105 History of Theatre—Greek, Roman, Medieval 3 credits

This is a survey course which covers the major historical periods in Theatre from the Greeks to early Tudor drama. Emphasis is on the development of Western Theatre through in-depth analysis of selected plays and the theatres of the time.

Prerequisite: None

Lecture: 3 Seminar: 1

Transferable to UBC and SFU

#### THEA 106 History of Theatre—Early Tudor To End Of Classicism 3 credits

This is a survey course which covers the major historical periods in theatre from late Tudor drama to the end of Classicism. Emphasis is placed on the theatres of the times and representative dramatic literature.

Prerequisite: None

Lecture: 3 Seminar: 1

#### THEA 110 Basic Acting 3 credits

An exploration of the actor's inner resources. Students participate in scenes and dramatic exercises with emphasis on sense awareness, improvisation, speech, and movement. Since space is limited, priority will be given to full time theatre students.

Laboratory: 3 x 2

Transferable to UBC

#### THEA 111 Basic Speech 2 credits

A practical workshop in speech techniques—voice projection, diction, breath control, expressiveness—designed to equip beginning actors with effective stage voices.

Lecture: 2 Laboratory: 2

Transferable to UBC and SFU

#### THEA 140 Set Construction 3 credits

A theatre production course covering basic theories and practices in design and construction of stage scenery. Actual work in a production will be included. Since space is limited, priority will be given to full time theatre students.

Prerequisites: None

Laboratory: 3 x 2

Transferable to UBC and UVic

#### THEA 141 Technical Skills—Lighting, Make-Up, Costuming 3 credits

Students will be introduced to the function, control, and design of light in the Theatre. Students will be involved in the lighting of a production.

Prerequisite: None

Lecture: 2 Laboratory: 3

#### THEA 171 Basic Movement 3 credits

The course is designed to provide the student actor with an uninhibited awareness of body control, and to instruct him on the use of his body as an instrument for conveying the words of a playwright to an audience. Since space is limited, priority will be given to full time theatre students.

Prerequisite: None

Lecture: 2 Laboratory: 2

#### THEA 180 Play Production 3 credits

A practical course in acting for the stage, and an introduction to theatre production. Offers active involvement as actor or technician in a major College production performed before a live audience. This course is mandatory for students in the fourth semester of the program.

Prerequisite: None

Laboratory: 3 x 3

No transfer credit

#### THEA 210 Intermediate Acting 3 credits

Advanced course in techniques of acting, reading, interpretation, and enactment of selected scenes from major works and short plays. Various styles in acting. Techniques of playing comedy, with participation in a major production. Emphasis is on development of character and ensemble playing.

Spring and fall semesters

Prerequisite: THEA 110

Laboratory: 2 x 3

Transferable to UBC

#### THEA 211 Intermediate Speech 3 credits

A practical workshop in which the student practices the basic techniques learned in THEA 111. This course will stress the reading and interpretation of prose, drama and poetry, as well as the use of dialects in performance.

Prerequisite: THEA 111

Lecture: 2 Laboratory: 2

Transferable to UBC

#### THEA 271 Intermediate Movement 3 credits

The course is designed to further develop the student's awareness of body control and to instruct him on the use of his body as an expressive instrument in stage work. Work in dance techniques and stylized movement is also included.

Prerequisite: THEA 171

Corequisite: THEA 210

Lecture: 2 Laboratory: 2

## THERAPEUTIC RECREATION TECHNICIAN

#### SEMESTER I

#### TRT 102 Human Growth, Development and Disabling Conditions 3 credits

Designed to give the student a basic understanding of normal physical, emotional, and social growth and development as well as basic understanding of some of the factors which interfere with normal growth and development.

Prerequisite: None

Lecture: 4 hours

#### TRT 103 Self-Awareness, Group Dynamics and Communication 3 credits

This course will give the student an introduction to a therapeutic relationship. The course will examine the basic elements and processes

involved in a therapeutic relationship.

Prerequisite: None

Lecture: 4 hours

#### TRT 107 Orientation to Therapeutic Recreation 3 credits

This course is designed to assist the student in developing a philosophical and conceptual framework concerning leisure, play, recreation and their relationship to therapeutic recreation.

Prerequisite: None

Lecture: 4 hours

#### TRT 180 Therapeutic Recreation—Practicum I 3 credits

This will introduce the student to the field of therapeutic recreation. The student will be placed in various practicum sites to observe different

populations and therapeutic recreation programs. The main focus of this practicum is to develop observational and analytical skills. There are seminars after each practicum to integrate classroom material and fieldwork experience.

Prerequisite: None

Lecture: 2 hours

Field Experience: 15 hours

**HMS 100 Human Services—Introductory 3 credits**

The course is designed to introduce the student to the Principle of Normalization. Human services, especially the field of therapeutic recreation will be examined in the light of this principle. The focus will be on the integration, planning and provision of services, the environmental aspects and considerations related to the receivers and providers of service.

Prerequisite: None

Lecture: 4 hours

**SEMESTER II**

**TRT 204 Therapeutic Recreation Process and Programming 3 credits**

The course is designed to make the student familiar and knowledgeable in the skill areas of client assessment, program planning and activity analysis. It will emphasize the interrelationship of these skill areas.

Prerequisite: TRT 101

Lecture: 4 hours

**TRT 205 Physical Activity Skills credits TBA**

The course will prepare the student to conceive, organize, adapt and implement recreation activities for individuals, pairs, small and large groups of clients. There is an emphasis on leadership skills, organizing and adapting the activity for special populations.

Prerequisite: None

Lecture: 2 hours

Laboratory: 4 hours

**TRT 280 Therapeutic Recreation—Practicum II 3 credits**

The second semester practicum is designed to allow the student to assist

in the therapeutic recreation department. The student will assist in client assessment, program planning, and assist in leading activities. The practicum is arranged in module form. The student will spend "blocks" of time at two therapeutic recreation settings.

Prerequisite: TRT 180

Lecture:

Laboratory:

**SEMESTER III**

**TRT 306 Administrative Practices 3 credits**

In this course, there is an emphasis on administrative systems, budgeting, publicity, public relations and the utilization of volunteers and time. The student will have an opportunity to obtain a working knowledge of these concepts.

Prerequisite: None

Lecture: 4 hours

**TRT 307 Social and Art Activity Skills Credits TBA**

The student will gain a basic theoretical and practical knowledge of the administrative and organizational principles of social and art activities. These activities will include music, drama, dance, ceramics, macrame, weaving, silkscreening and drawing.

Prerequisite: None

Lecture: 2 hours

Laboratory: 4 hours

**TRT 380 Therapeutic Recreation—Practicum III Credits TBA**

The third semester practicum will allow the student to plan and implement therapeutic recreation programs for individual, small and large groups of clients. The student will be able to incorporate client assessment, activity adaptation and evaluation of the program in this practicum experience.

Prerequisite: TRT 180, TRT 280

Lecture:

Laboratory:

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## URBAN AND REGIONAL PLANNING TECHNICIAN—SEE GEOGRAPHY

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## WELDING TECHNOLOGY—INDIVIDUALIZED

**Basic Welding Training—Individualized**

Theory and practice in the skills necessary for entry level employment in welding. This module acquaints the student with a variety of Oxy Fuel processes, safety and cuttings that are used by industry.

**Electric Arc/S.M.A.W.**

A beginning course to introduce safe working habits for electric welding and the method in fusion welding of mild steel plate. A variety of basic electrodes will be utilized while emphasis will be put on the manipulative skills of welding in position.

**Blue Print Reading—Individualized**

This module develops a good working knowledge of Blue Print Reading required by versatile welders in industry.

**PSY—Acetylene Welding, Brazing and Soldering—Individualized**

This module provides a solid working and theoretical background in Oxy-Fuel welding, brazing and soldering in both sheet and tube applications. The student will fusion weld mild steel plate, cast iron and other alloys used in industry.

**Advanced Arc Welding S.M.A.W.—Individualized**

An advanced module that involves in-depth theory and techniques. Emphasis will be placed on fillet and butt welding of plate, pipe, and light gauge welding. Also included is welding of stainless steel and various alloys, etc. as well as hard facing by the S.M.A.W. method.

**Quality Control—Individualized**

This module involves carrying out non-destructive and destructive tests in order to determine the mechanical or physical properties of metal and alloys.

**G.T.A.W.—TIG—Individualized**

This module will include the welding of various metals (mild steel, stainless steel and aluminum) in both plate and pipe form with G.T.A.W. processes.

**Plasma Cutting—Individualized**

This module includes safe practices as required by the industry in the use of plasma cutting. A good working knowledge of cutting and maintenance of the P.A.W. systems will also be emphasized by the instructor.

**G.M.A.W.—Individualized**

This module includes practices and procedures necessary to assure proper weld quality in the use of MICRO-WIRE and G.M.A.W. techniques. The module provides both fillet and butt welds with micro-wires, flux core in all positions with emphasis on product fillet welding.

**M.G. Welding—Individualized**

Welding in all positions for plates, pipes and a variety of alloy is expected to be performed using M.G. welding equipment.

**Sub Arc—Individualized**

The module includes safe working habits and welding techniques necessary to successfully weld an S.A.W. unit.

**Advanced Welding Technician Practices—Individualized**

The module is intended to provide upgrading to a level of achievement as required by industry or an employer. A variety of theory will be covered to update each individual in the program.

**Shielded Metal Arc or G.M.A.W./TIG, etc.—Individualized**

The module is intended to provide upgrading to certification levels as a condition of employment. Covers: Tig, Plasma, Blueprint, Plasma Cutting.

# WOMEN'S STUDIES

## **WNST 100 The Worlds of Women:**

### **Introduction to Women's Studies**

**credit applied for**

This course is an interdisciplinary introduction to Women's Studies. The major focus is an examination of the organization of women's lives around housework; the separation of this domestic sphere from the non-domestic and authoritative sphere, and how women grow into and experience their

roles as wives and mothers. The course utilizes sociological, literary, historical, psychological and philosophical perspectives.

Spring and fall semesters

Lecture: 4

Transfer credit for UBC and SFU applied for.

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