



COLLEGE OF NEW CALEDONIA

COLLEGE, TECHNICAL AND VOCATIONAL INSTITUTE

CALENDAR 1978-79



COLLEGE CALENDAR

August 1978 - July 1979

Aug. 1	B.C. Day - College closed.
Aug. 14 18	Registration and interviews for first-year Forest
	Resource Technology students.
Aug. 16 18	Registration for second-year students, Arts and
	Science and Technical programs.
Aug. 21 25	Registration for returning students first-year
	status, Arts and Science and Technical programs.
Aug. 28	First day of classes Forest Resource Technology
-	year 1 and Diploma Nursing year 2.
Aug. 28 - Sept. 1	Registration and Orientation week for new students.
Sept. 4	Labor Day - College closed.
Sept. 5	Classes commence Arts and Science, Technical
-	and Vocational programs.
Oct. 9	Thanksgiving Day - College closed.
Nov. 11	Remembrance Day - College closed.
Dec. 4 8	Advance registration for students in Arts and Science
	and Technical programs.
Dec. 15	Last day of classes Arts and Science and
	Technical programs.
Dec. 22	Last day of classes - Vocational programs.
Dec. 25 - 26	College closed.
Jan. 1, 1979	College closed.
Jan. 2	Classes commence - Vocational programs and Forest
	Resource Technology students.
Jan. 2 5	Registration for Arts and Science and Technical
	programs.
Jan. 8	Classes commence - Arts and Science and remaining
	Technical programs.
Apr. 12	Last day of classes Forest Resource Technology
	students.
Apr. 13	Good Friday - College closed.
Apr. 16	Easter Monday - College closed.
Apr. 17	Forest Resource Technology (first-year students)
	two week field trip commences.
	Forest Resource Technology (second-year students)
	two week field school commences.
Apr. 27	Last day of classes - Arts and Science and Technical
	programs.
May 1	During May, students contemplating enrolling at
	C.N.C. for the 79/80 Academic Year are advised
	to contact the Student Services Office to clarify
	registration procedures and specific course or program
	prerequisites.
May 21	Victoria Day - College closed

July 2 Confederation Day - College closed.

PRINCIPAL'S MESSAGE

The College of New Caledonia opened its doors in September, 1969. In 1971 it melded with the British Columbia Vocational School which had opened in 1962 offering courses in various trades and business occupations. Since that date it has developed into a comprehensive Regional College offering courses and programs in the following areas: Arts & Science, Technical, and Vocational. The Arts & Science Division provides first and second year University Transfer courses, as well as other courses. The Technical-Vocational Division provides programs of up to two years in length. The third major division of the College is that of Community Education Services. This division offers courses, workshops, seminars, and a variety of community related programs throughout the College region. In addition, there is a Student Services Division which is responsible for such areas as registration, counselling, study skills, recreation, financial aid, information services, health services, and student housing.

Students of all ages and backgrounds are welcome at C.N.C., where the emphasis is on quality teaching. Highly qualified faculty members, selected because of their formal and practical education and experience, provide students with individual attention and unique learning opportunities.

The governing body of the College is the College Council, composed of representatives from the College region, as well as representatives from the faculty, students and non-teaching staff. In addition to the College Council, many advisory and articulation committees provide both advice and support to the College community.

The College begins its tenth year with new and modern facilities which include a library, labs, classrooms and offices. Other facilities recently completed include Shop space and a Gymnasium. As in the past, the College will continue to emphasize "Open Doors", small classes and close instructor-student relationships.

I welcome each student to The College of New Caledonia, with the wish that you have a profitable and enjoyable period of studies with us.

> F.J. Speckeen, Principal.

HISTORY

In 1963 the Northern Interior Branch of the British Columbia School Trustees Association established a Regional College Committee, which recommended the establishment of a two year Community College at Prince George to serve the North Central Interior.

In 1967, a plebiscite to form a College Region was approved by the electors in School Districts 54, 55, 56, 57, and 58 School District 58 (McBride) has since amalgamated with School District 57 (Prince George). In 1968 the electorate in School District 28 (Quesnel) voted in favor of joining the College Region. In March of 1976, School District 54 (Smithers) affiliated with Northwest College (Terrace).

The Council of The College of New Caledonia was formed in 1968, and agreed that the College should offer a program of academic and technical courses, and the College opened on 15 September, 1969, using the facilities of the Prince George Senior Secondary School.

On 9 July, 1971, the existing College amalgamated with the B.C. Vocational School (Prince George) and The College of New Caledonia, College, Technical and Vocational Institute was created. In September, 1971 the College reopened on the former B.C. Vocational School site as an amalgamated institution offering a variety of University Transfer, Technical, and Vocational programs.

A temporary building that had been located beside the Prince George Senior Secondary School was moved to the present campus in the Fall of 1971 where it became the Quesnel Building. In late 1972 the Smithers Building complex was completed and the library which to that date had been located on the mezzanine floor of the Prince George Senior Secondary was relocated in this new building.

Early in 1974 The College of New Caledonia received notification that the province was prepared to spend in excess of ten million dollars to construct and equip additional facilities on the campus. As a result of those funds the Fort St. James Gymnasium and the Mackenzie shop addition have already been completed. The Vanderhoof Building extension opened in November of 1977. The new wing houses a permanent library, expanded laboratory facilities and permanent classrooms as well as a soon to be completed Food Services facility. It is expected that this facility will be opened during the 1978-79 academic year.

The new buildings will provide much needed space for existing programs, and will allow for the development of new programs.



THE HISTORY OF NEW CALEDONIA

Simon Fraser founded Fort St. James as a trading post for the Northwest Company in 1806. The post was a thriving centre of commerce in the days when buffalo herds still covered the plains, and there was not a city or town on the western half of the continent north of Mexico. It was the seat of administration for the vast area which Fraser named New Caledonia, and as such was the western capital for the area lying between the Rocky Mountains and the Coast Range extending from about 51° N to 57° N.

A COMPREHENSIVE COMMUNITY COLLEGE

The College of New Caledonia is one of fourteen Community Colleges in B.C. and is part of the provincial system of post-secondary education.

It serves primarily the four school districts that comprise the College Region: School Districts 28 (Quesnel), 55 (Burns Lake), 56 (Nechako) and 57 (Prince George).

As a comprehensive, community educational facility, the College offers a varied program to the communities it serves:

A two year academic program of studies for transfer to third year university.
One and two year Technical programs.
B.C.I.T. transfer programs.
Pre-apprentice programs.
Apprenticeship programs.
Pre-Employment programs
Community Education Services.
General Studies programs.

COLLEGE PROGRAMS

The College offers four types of programs:

Vocational programs Technical programs University Transfer programs

- General Interest
- The VOCATIONAL programs are: Automotive Mechanics Business Careers Dental Assisting Diploma Nursing Drafting Early Childhood Education Falling and Bucking

The TECHNICAL programs are: Business Administration Construction Technology Forest Resource Technology

The UNIVERSITY TRANSFER University for University degrees in: Agriculture Arts Commerce Dental Hygiene Dentistry Education Engineering Fine Arts Forestry Home Economics

Heavy Duty Mechanics Heavy Equipment Operating/Logging Power Engineering Practical Nursing Small Engine Repair Vocational Preparation (B.T.S.D.) Welding

Medical Laboratory Technology (B.C.I.T. transfer program) Professional Secretary

programs transfer to third year

Kinesiology Law Medicine Nursing Pharmacy Physical Education Rehabilitation Medicine Science Veterinary Medicine

In addition students may design a unique "GENERAL STUDIES" program and obtain a COLLEGE DIPLOMA upon completion of the required number of credits. Students requiring further information concerning a General Studies Diploma program are asked to consult with a College Counsellor prior to enrollment.

NOTE: As the information contained in this calendar is received well in advance of the academic year, it is necessarily subject to revision.

COMMUNITY EDUCATION SERVICES

Community Education Services is a flexible arm of the College designed to meet the educational needs of communities within the College Region. Course offerings vary from General Interest (non-credit), Technical (credit), Vocational (credit), and Academic (College credit/ University Transfer). Special workshops, seminars, and short courses can also be arranged if interest and numbers warrant. Enquiries or suggestions for courses are invited from prospective students and instructors, organized groups, and all interested members of the public. Enquiries and suggestions should be directed to:

> Dean, Community Education Services, The College of New Caledonia, 2001 Central Street, Prince George, B.C. 562-2131 V2N 1P8

- OR Area Director, C.N.C. Community Education Services (Nechako), Box 129, Vanderhoof, B.C. 567-2284 V0J 3A0
- OR Area Director, C.N.C. Community Education Services (Burns Lake), Box 5000, Burns Lake, B.C. 692-3175 V0J 1E0

COMMUNITY EDUCATION SERVICES' students enrolling in sequential courses (e.g. Engl 201 3 and Engl 202 - 3) are required to pay tuition fees for both semesters at the time of initial registration. Refunds where applicable will be based on the total fee paid.





COLLEGE GOVERNMENT

The College Council 15 the governing body of The College of New Caledonia. It consists of members appointed by the Lieutenant-Governor in Council, members appointed by the participating School Boards, and representatives appointed by the Student Association, the Associated Union of College Employees, and Faculty Association.

The College Principal is solely responsible for the operation of the College. The Principal receives information and recommendations from a variety of College Communities which include members of the student body, faculty, staff, and administration. Technical and Vocational programs each have an advisory committee of interested and knowledgeable members of the Community and College personnel. The Arts and Science Faculty work closely with the Universities and other postsecondary institutions in British Columbia to insure the transferability of courses.

COLLEGE COUNCIL FEBRUARY 1977

SCHOOL DISTRICT APPOINTEES:

Mrs. Marjorie Millar, School District #55 (Burns Lake) Mr. Jim Griffith, School District #56 (Nechako) Mrs. Ruth Rushant, School District #57 (Prince George) Mrs. Marion Nielsen, School District #28 (Quesnel)

GOVERNMENT APPOINTEES:

Mrs. Jean French, Vanderhoof Mrs. Mary Chen, Prince George Mr. Donald Flynn, Prince George Mr. Glenn Barr, Quesnel

ADMISSION/ REGISTRATION

GENERAL

ADMISSION STATUS- Geographic

Residents of school districts 28 (Quesnel), 55 (Burns Lake), 56 (Nechako) and 57 (Prince George) are classified as in-region students and are normally given priority for admission over other applicants.

To qualify as an in-region resident, students must satisfy one of the following requirements:

- a) Be 19 years of age or over and have resided within the boundaries of one of the above school districts for at least 3 months prior to the commencement of the program to which admission is sought.
- or b) Be under 19 years of age at the commencement of the program to which admission is sought and a dependent of parents or legal guardians who reside within the boundaries of the above school districts.
- or c) Be the owner of real property within the boundaries of the above school districts.

Students who satisfy the residence requirements for any other B.C. College region are classified as other region students.

Students not able to qualify as in-region or other region students as defined above are classified as out-of-region students and may be required to pay higher tuition fees.

The responsibility for registering as an in-region, other region, or out-of-region student rests with the applicant. A student who falsifies resident status may be required to withdraw from the College.

STUDENTS FROM OTHER COUNTRIES

Persons from outside Canada must provide proof of landed immigrant status. Applicants from countries where English is not the common language will be required to provide proof of a knowledge of English sufficient to pursue a program of study at the College prior to being admitted.

Students attending C.N.C. must be Canadian citizens or landed immigrants.

SPONSORED STUDENTS

Students whose fees will be paid by sponsoring agencies may be required to present a letter to this effect from the agency concerned at the time of registration.

CHANGE OF NAME OR ADDRESS

It is the responsibility of the student to advise the Student Services Office (main floor, Vanderhoof Building) of any change of name, address, or telephone number. Unless the student requests otherwise all College correspondence will be sent to the student's permanent home address.

INDENTIFICATION CARDS

Student indentification cards are provided following full payment of fees. In the event of the loss of an indentification card a duplicate may be obtained from the Student Services Office (main floor, Vanderhoof Building) Fee: \$1.00.

WITHDRAWAL

Students may withdraw from a course or program within five weeks of commencement of the course or program without penalty and receive a "W" grade. After that date students may withdraw and receive a "W" grade if they are passing the course at the time of withdrawal. Students withdrawing after five weeks of the commencement of a course or program and who are failing at the time of withdrawal will receive an "F" (Fail) grade. Any dispute arising from this grade assignment will be treated as a Grade Appeal.

To withdraw from a course students must complete the withdrawal form available at Student Services.

SUSPENSION

Students who are performing at an unsatisfactory level will have their performance reviewed by a committee which includes the instructor(s), the Dean of the division, and the Dean of Student Services.

If it is the opinion of this committee that the student is not meeting the requirements of the course or program the student will be placed on probation for a specified probationary period. If at the end of this period the committee still considers the student's performance to be unsatisfactory the student will be suspended.

STUDENT GRIEVANCE PROCEDURE

The College has a student Grievance Procedure covering grade appeals and complaints about the ethical conduct and competence of College faculty, staff and administration. Copies of the College's statement on Student Grievance Procedure may be obtained from the Dean of Student Services.



BASIC TRAINING FOR SKILL DEVELOPMENT

This program has been designed to upgrade individuals academically in as short a period of time as possible to enable them to qualify for employment or for enrollment in specific College programs.

There are three main areas of study:

Communications, Applied Mathematics, Basic Science The program offers training at three levels:

- a) up to grade 8 equivalency
 - b) up to grade 10 equivalency
 - c) up to grade 12 equivalency.

REQUIREMENTS FOR ADMISSION:

- Education: Applicants must have a functional ability in reading and writing.
- General: Applicants must have been away from the public school system for a period of at least one year. They must be capable of concentrated, independent study.

COMMENCEMENT DATES:

Monthly as space permits.

LENGTH OF COURSE:

Varies to suit individual needs.

COLLEGE CREDIT:

This program carries no credit toward a College diploma or certificate.

NOTE: Students who are lacking certain prerequisites for CNC Vocational, Technical, or University Transfer programs may enroll in the B.T.S.D. program on a full or part-time basis. Advancement in the courses is dependent on the ability of the individual.

Courses numbered 020 - 029 are up to Grade 8 equivalency.

Courses numbered 030 - 039 are up to Grade 10 equivalancy.

Courses numbered 040 - 099 are up to Grade 12 equivalency.

THE COURSES

BIOLOGY

BIO 030 Basic Biology

The elements of Biology, equivalent to the Grade 9 and 10 high school curriculum. It includes a basic introduction to the cell, genetics, evolution, ecology, and human biology.

BIO 040 Advanced Preparatory Biology

This course covers the basic elements of Biology in the following areas: The microscope and other research tools, the cell, classification, photosynthesis, and respiration, genetics, evolution, ecology, human biology, and botany and/or zoology.

CHEMISTRY

CHEM 030 Introduction to Chemistry

A lab-oriented course dealing with such topics as atomic theory, chemical nomenclature, bonding, and equations.

CHEM 040 Advanced preparatory Chemistry

This course deals with the basic elements of chemistry including structure of the atom, periodic tables, naming compounds, writing formulas, bonding, equations, mole and weight relations, gas laws, chemical equilibrium, solutions, acids, bases and salts, hydrolysis, oxidation-reduction reactions, and other prerequisite topics. Prerequisites: Grade 10 Chemistry or Science 030.

ENGLISH

ENGL 020 Basic Preparatory English

This is a refresher course in all forms of communication. Prerequisites: Basic Literacy in English.

ENGL 030 Intermediate Preparatory English

The topics in this course include paragraph and theme writing, reading skills, business letters, composition and literature. Prerequisites: Grade 9 English or Engl 020.

ENGL 040 Advanced Preparatory English

This course is a continuation of Engl 030 and includes advanced grammar, research and report writing, oral presentations, and reading skills.

Prerequisites: Grade 10 English or Engl 030.

ENGL 055-0 Remedial English

This course is intended for students needing remedial instruction in the basics of English writing skills. The course shall provide a systematic review of English grammar as well as an introduction to the expository essay and other prose styles. Short papers will be assigned weekly and shall serve as the major focus of course content.





MATHEMATICS

MATH 020 Basic Preparatory Mathematics

This course is a review of basic operations in whole numbers, fractions, decimals, and percentages.

Prerequisites: A basic familiarity with our number system.

MATH 030 Intermediate Preparatory Mathematics

This course will cover an introduction to metric measurement, ratio and proportion, roots and powers, manipulation of formulae, and an introduction to algebraic concepts. Prerequisites: Grade 8 Mathematics or Math 020.

MATH 040 Advanced Preparatory Mathematics

The topics covered in this course are algebra; factoring; exponents; radicals and logarithms; graphing; solution of linear, simultaneous, and quadratic equations; analytic or practical geometry; formulae; trigonometry; or business topics.

Prerequisites: Grade 10 Mathematics or Math 030.

PHYSICS

PHYS 030 Introduction to Physics

An introduction to the fundamental principles of physics. Includes such topics as simple machines, electricity, magnetism, and heat.

PHYS 040 Advanced Preparatory Physics

Basic physics at a Grade 11 12 level. Topics include mechanics, electricity, magnetism, wave motion, heat, light, and sound. Prerequisites: Math 030, Phys 030, or the equivalent.

SCIENCE

SCI 041 General Science

A general science program designed to meet the science requirements of students entering a vocational program who will not need any further science. Includes a study of several basic fundamentals of Biology, Chemistry, Physics and Geology.

GENERAL INFORMATION

FINANCIAL ASSISTANCE

A brochure containing full information on the various sources of financial assistance available to students may be obtained from the Student Services offices. In addition to the scholarships, bursaries, and awards donated by various individuals and organizations, the following financial assistance is available to students:

BRITISH COLUMBIA STUDENT FINANCIAL ASSISTANCE PROGRAM

CANADA STUDENT LOAN - Provincial Grant

Students requiring financial assistance should obtain and submit the British Columbia Student Financial Assistance application to the Financial Aid Officer at the post-secondary institution they plan to attend, if studying in British Columbia. If funds are required by the beginning of the fall term, applications should be submitted by July 2nd. However, applications may be submitted until the end of the fourth week of the term for which assistance is requested.

A detailed booklet describing the program in full is available from the Financial Aid Officer at your institution. The following describes the basic elements of the program.

1. Program

A comprehensive program of assistance for post-secondary students has been introduced by the Federal Government in conjunction with the B.C. Provincial Government to ensure that students are not denied the opportunity to reach their educational objectives due to financial barriers. The purpose of this 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. Funds under the program are therefore granted only where the financial resources available to students from parents, summer work, or other sources are insufficient to meet their estimated educational costs.

The funds awarded under this program will normally be disbursed through a combination of funds drawn from the Provincial Grant Fund and the Federal Canada Student Loan Plan.

2. Eligibility

Funds will be provided to eligible students undertaking a minimum of 60 per cent of a full program of study leading to a certificate, diploma, or first degree. The amount of assistance awarded will be based on Assessed Need as determined by the Provincial Authority.

3. Canada Student Loan

Interest on your loan is paid by the Federal Government as long as you are registered as a full-time student and for six months thereafter. You should discuss the interest rates with your lending institution (bank, credit union, etc.) since rates vary from year to year. Students who have received Canada Student Loans, but who do not negotiate one for their immediate period of study, should submit a schedule 11 to their lending institution in order to retain interest free status. A copy of this form may be obtained from your lending institution.

SPECIAL ASSISTANCE PROGRAM

This program is to provide financial assistance to students who do not qualify under the regular British Columbia Student Financial Assistance Program. This program is not intended to provide funds to cover normal maintenance but rather to cover expenses which are of a direct result of the applicant taking a course of studies, such as tuition and books. The maximum assistance available will be \$250 per educational year (\$125 per semester) and will be in the form of a grant.

Students enrolled in the following courses are eligible to apply:

- A less than 60% of a full-time program of credit courses leading to a certificate, diploma or first degree;
- B Technical/Vocational courses at public post-secondary institutions of less than 26 weeks in duration;
- C B.T.S.D.

Further information and application forms may be obtained from the Financial Aid Officer.

B.C. YOUTH FOUNDATION LOANS

Interest free loans are made by the B.C. Youth Foundation to bona-fide B.C. young people to a maximum age of thirty. Loans may be for fees, books, and/or a monthly allowance to assist with living expenses where the applicant is not living at home. Students who are unable to qualify for a Canada Student Loan may apply for a loan from the B.C. Youth Foundation. A suitable adult guarantor is required.

Further information may be obtained from the Financial Aid Officer.

FINANCIAL ASSISTANCE

FOR STUDENTS IN HEALTH CARE PROGRAMS

The Ministry of Health has established a bursary program to assist students enrolled in health care programs such as Medical Laboratory, Diploma Nursing, and Practical Nursing. The bursary totals \$150 per month for every month the student is in training. Students are not eligible for the bursary, however, if they are already sponsored by Canada Employment and Immigration Commission or if they are being paid as an employee of a hospital during a practicum spent in that hospital.

In order to receive this bursary, students at CNC must obtain the Student Subsidy Verification form at the Student Services Office at the end of each month, have it signed by their instructor, and return it to Student Services.

TRAINING ALLOWANCES FOR THE PHYSICALLY, PSYCHOLOGICALLY, OR SOCIALLY HANDICAPPED

Financial assistance is available through the Division for Aid to Handicapped of the Ministry of Health. The assistance is made available under the Vocational Rehabilitation of Disabled Persons Act to any individual who is incapable of pursuing regularly an occupation which meets his basic economic needs.

Assistance is not limited to people in vocational training only; academic and technological course work is also endorsed when there is firm evidence that this level of training is required to assist the individual to become employable.

It should be noted that such assistance must be part of a rehabilitation plan approved by the Division. Please address enquires to:

> Director, Division of Aid to Handicapped Box 4020 Postal Station "D" Vancouver, B.C.



CANADA EMPLOYMENT AND IMMIGRATION COMMISSION [Canada Manpower]

CEIC will sponsor students in certain approved Vocational programs which lead directly to employment. To be eligible, a person must be at least 17 years of age and have been out of school for at least one year. If approved for training, CEIC will pay tuition fees and a maintenance allowance. Apply at your local CEIC Office.

CNC SUBSIDY

The College Council has established an accommodation subsidy for in-region students whose permanent residence is more than 30km from the College and who are enrolled in 9 or more credit hours of College work, or a specified full-time program of at least 16 weeks duration. Students receiving assistance from a government agency such as Canada Employment and Immigration Commission, Ministry of Labour, or Department of Indian Affairs are not eligible for the CNC subsidy.

The subsidy is paid to qualifying students at the end of each month they are in regular attendance at the following rates:

Students enrolled in 9 credit hours - \$50 per month Students enrolled in more than 9 credit hours and in full-time Vocational programs - \$75 per month.

To receive the CNC Subsidy, a student must:

- a) Apply to the Financial Aid Officer for the C.N.C. Subsidy. b) Prove his permanent residence is in-region and more than 30km
- from the College if requested to do so.
- c) Be formally enrolled in the College.
- d) Regularly attend classes.
- e) Obtain the Student Subsidy Verification form from the Student Services Office at the end of each month, have it signed by the instructor(s) and return it to Student Services in order to receive the subsidy cheque.

ROTARY EMERGENCY LOAN FUND

The Prince George Rotary Club has donated a sum of money from which students may be granted emergency short term loans of up to \$50.00.

Applications will only be accepted from students who have exhausted all other avenues of financial assistance, but require a small loan for emergency purposes and can give specific assurance that the loan will be repaid within the time specified on the application.

Application should be made at the Counselling Centre or Financial Aid Office.



STUDENT SERVICES

The Student Services department is responsible for the following

functions:	_	
Admissions	Calendar	Study Skills
Counselling	Public Relations	Athletics
Housing	Registration	Recreation
Health Services	Employment	Timetable
Financial Assistance	CNC Today	Inter-institutional liaisor

The main Student Services Office is located in the Vanderhoof Building, level two.

Office Hours: Monday through Thursday 8:30 a.m. to 7:30 p.m. 8:30 a.m. to 4:30 p.m.

STUDY SKILLS

The Study Skills Centre is located on level two of the Vanderhoof Building. Professional help is available to assist the student through individual programs. Students encountering difficulties with reading, studying, taking notes, or writing papers are invited to drop in. Throughout the year the Study Skills Centre offers courses which cover the following topics:

- Study Management
 - Scheduling
 - Personal aspects
 - Task orientation
 - Study environment
- Major Course Related Skills
 - Study Reading
 - Taking notes from books
 - Taking notes from lectures
 - Writing classroom tests

Auxiliary Course Skills

- Library research
- Vocabulary Development and Spelling
- Writing Skills, Grammar, and Mechanics
- Attitudes, Interests, and Habits
 - Reading habits and interest
 - Concentration and Memory
 - School Attitudes and motivation

These courses are available to the community on a standard fee schedule and will be offered to C.N.C. students at no extra cost.

The schedule of these Study Skills programs will be published well in advance in CNC Today.

Study Skills Centre Hours: Monday to Friday 8:30 a.m. to 4:30 p.m.

THE COURSES

C.N.C. 151-0 Notetaking

This program aims at developing a systematic habit of reading textbooks and listening to lectures, an organized method of note taking and note review, and a strengthened sense of the structure of communication.

C.N.C. 152-0 Writing Skills (Research and Essay)

This course is designed to meet the needs of students who wish to improve their skills in the essay and research form. The areas covered include methods of essay organization and skills needed to do efficient research. Students are encouraged to bring specific research problems to the tutorial. The desire for clear, concise, factual content in essay writing is stressed. Instructors may refer students to this course and assign topics which may be used to meet the requirements of both this course and their own.

C.N.C. 153-0 Speed Reading

This course enables the student to increase his rate of reading and comprehension. This is a proven College Program that utilizes technical and semi-technical material.

C.N.C. 154-0 Directed Studies

An individual approach enabling students to improve study habits, writing, reading, and all areas of learning. This is achieved through peer contact and counselling involving the study skills and counselling instructors. Attendance in this course is a requirement for all students on probationary status.

C.N.C. 155-0 Study Management

A mini course to be given during orientation and throughout the school year. Areas to be covered either partially or in their entirety are: Study Management - Major course related skills -Auxiliary course skills - Attitudes, interests and habits.

RECREATION

During 1976-77, CNC opened its new gymnasium containing a main gym area with 2 basketball, 3 volleyball, and 8 badminton courts as well as a climbing wall for mountain climbing training techniques. The gym complex also contains 2 racquetball-handball courts and an ancillary gym which is used for weight-training, archery and table-tennis.

There are many recreational activities available for the student. Open recreational time is available for:

Badminton Floor Hockey Baskethall Volleyball Table-Tennis Handball or Racquetball Gymnastics Weight and Circuit Training. Additional equipment and games that are available are: Cross-Country Skis (rental basis) Snowshoes (rental basis) Chess and Checkers Cards. Structured intra-mural activities include: Floor Hockey (Competitive & Fun Leagues) Curling Racquetball Volleyball **Table-Tennis** Badminton Paper Airplane Race Bowling Tennis Century Club (Jogging, Cycling, Skating) Basketball Skiing Chess Snooker Turkey Shoots.

Students interested in assisting with any recreational activities (volleyball nights, racquetball tournaments) or interested in starting any other recreational activity are invited to contact the Athletic Recreation Coordinator.

Day use locks are available free of charge, and gym users are asked to lock all valuables. A towel service is also available at a cost of 25c per towel. CNC jackets, T-shirts, Rugby sweaters, and other sports items are sold at the Equipment Check-out Center.

Equipment Check-out hours:

Monday to Thursday	12:30 p.m. to 10:30 p.m.
Friday	12:30 p.m. to 8:00 p.m.
Saturday and Sunday	12:00 p.m. to 5:00 p.m.

THE COURSES

REC 151-0 Badminton

Beginning skills and the techniques of badminton. Includes singles and doubles play, instruction in the basic skills, and the rules of play.

REC 152-0 Racquetball

An introduction to the basic skills, rules and strategy of racquetball. Equipment supplied.

REC 153-0 Cross-Country Skiing

A practical introduction to the basic skills and techniques of cross-country skiing, maintenance and waxing of skis. Includes several ski tours of local cross-country trails. Equipment supplied.

REC 154-0 Dance

This program is designed to introduce the skills and enjoyment of ballroom and folk dancing. Content will include the Tango, Samba, Fox Trot, Waltz, Cha Cha, and Western style square dance.

REC 155-0 Keep Fit Class

Through the use of enjoyable exercises and games, participants will be instructed in the methods of obtaining and maintaining physical fitness. Simple pre and post fitness tests will be provided to measure improvement.

REC 156-0 Archery

Instruction in stringing, stance, target shooting, and rules.

ATHLETICS

CNC is a member of the Totem Conference Athletic Association composed of participating Community Colleges throughout B.C. CNC participates in men's and women's basketball, volleyball, and curling. Interested players should contact the Athletic Recreation Coordinator for further information.

HOUSING LISTS

Prior to the Fall and Spring semesters, the Student Services Office compiles a list of private residences which are available for student accommodation. This list is made available to all students through the Student Services Office.

COUNSELLING

The Counselling Centre is located on level two of the Vanderhoof Building. Three counsellors are available to assist students with personal, academic, or vocational concerns. A wide variety of material is available in the centre to assist in career selection, or selection of suitable institutions for specific programs. Individual tests may be administered if the counsellor and student agree they will be of value.

Counselling Centre Hours: Monday to Friday 8:30 a.m. to 4:30 p.m.

EMPLOYMENT

Part-time: The Student Services Office maintains an up-to-date list of part-time jobs available to students. Jobs are posted on the bulletin board in the Student Services Office (Vanderhoof Building).

Full-time: Many companies list employment opportunities for CNC graduates, and several visit CNC throughout the year to interview prospective employees. Details are available at the Student Services Office.

HEALTH SERVICES

The Health Service facility provides professional care for students who do not have a regular physician in Prince George. A medical doctor operates the Health Services Centre and office hours are on a regular basis. We recommend that students planning to enter CNC have the following:

Medical coverage (more information on this is available at Student Services).

A recent Chest X-ray and hemoglobin level test.

A complete medical record if you suffer from any chronic condition (Diabetes, thyroid disorder, etc.)

Students wishing an appointment should contact the Student Services Office, Vanderhoof Building.

INFORMATION

For information on any aspect of the College check with the Student Services Office. If they don't have the answer they can direct you to someone who does.

CNC TODAY

CNC Today is a weekly CNC bulletin and serves as a newsletter for the total College community. Students, faculty and staff are invited to use CNC Today for notices of meetings, coming events, general news, and any other items of interest they wish to have published. CNC Today is normally published every Wednesday throughout the school year and the deadline for submission is 4:30 p.m. Monday at the Student Services Office.





OTHER SERVICES

BOOKSTORE

A bookstore is located on level one of the Vanderhoof Building. In addition to supplying text books the store also sells sundry supplies and miscellaneous items. A bulletin board in the bookstore is provided for notices of second hand books for sale. Bookstore hours:

Monday through Thursday	8:00 a.m. to 7:30 p.m.
Friday	8:00 a.m. to 5:00 p.m.

During Registration bookstore hours are: Monday through Thursday

8:00 a.m. to 4:00 p.m. 5:00 p.m. to 9:00 p.m. 8:00 a.m. to 5:00 p.m.

Friday **CAFETERIA**

A small coffee shop is operated by CNC and is located on level one of the Vanderhoof Building. Light Lunches and snacks are available. Cafeteria hours:

Monday through Thursday 8:00 a.m. to 9:00 p.m. Friday 8:00 a.m. to 3:00 p.m. During the 1978-79 school year the permanent Food Services

facility will open in the Vanderhoof Building.

LIBRARY AND AUDIO-VISUAL SERVICES

The Library and Audio-Visual Services are located on level two of the Vanderhoof Building (2-302). The Library contains an expanding collection of resources including books, periodicals, newspapers, federal and provincial government documents, pamphlets and audio-visual materials. Assistance in finding information and using library resources is available from the Reader Services Librarian at the Information Desk.

There are carrels for individual study, small group study areas, informal lounge reading corners, and a seminar room for group

use. A coin-operated photocopy machine is also available.

A variety of audio-visual equipment for viewing and listening is housed in A/V carrels located near the Circulation Desk. This equipment includes videotape players, stereo audio cassettes and record players, slide and filmstrip projectors, 8 mm and 16 mm film projectors, and calculators. Similar equipment is available for use outside the Library. The darkroom and production equipment such as 35 mm, video and super 8 mm movie cameras are available for use with student projects.

During the fall and spring semesters, the Library hours are as follows: .m. to 10:30 p.m.

Monday through Thursday	8:00 a
Friday	8:00 a
Saturday	12 n
Sunday	12 n
mer hours are:	
Monday through Friday	0.20

.m. to 5:00 p.m. oon to 5:00 p.m. oon to 5:00 p.m.

Monday through Friday

8:30 a.m. to 5:00 p.m.

POST OFFICE

Sum

A stamp machine and a letter box are available at the Student Services Office. Daily mail pick-up is at 2:30 p.m.

STUDENT ASSOCIATION

The CNC Student Association represents all students enrolled at CNC and has an executive elected from the total student body.

Student Association fees are used to fund various social and recreational events as well as to provide funding for specific student groups.

All CNC students are encouraged to attend the Student Association meetings. Student groups who wish to receive Student Association funding are asked to submit budgets and proposals to the Student Association.

The Student Association executive is elected in the spring of the year and commence office in September.



VOCATIONAL PROGRAMS

ADMISSIONS

ADMISSION PROCEDURES

Apply to the Student Services Office for an application form. Complete the application form in detail and return it to the College, together with the required documents by June 1 for programs commencing in September. Application for programs starting at other times should be received at least two months prior to the first day of classes.

Successful applicants will be notified by mail of their admission to the College. Detailed registration information including the date and time for registration will be included with the notice of admission.

REGISTRATION

Students must register on the date and at the time specified on their notice of admission. Failure to confirm intent to register at the specified time may result in another applicant being offered admission to the program.

NOTE: Canada Employment and Immigration Commission purchases spaces in some vocational programs. Before applying for admission as a fee paying student check with your local CEIC Office to determine your eligibility for sponsorship by CEIC.

COLLEGE CERTIFICATE

A CNC Certificate is awarded to students who satisfactorily complete a College program of at least 16 weeks duration.

EVALUATION

To ensure maximum involvement of the student in the learning process, CNC follows a policy of continuous evaluation. Formal reports are prepared on students at least twice during their program, and at the completion of the program.

VOCATIONAL FEES

Registration/ID card fee: \$1 Student Association fee: \$2.50/month (maximum \$28/year) Tuition fees: Pre-employment courses - \$15/month POWER ENGINEERING LIPGRADE: (subject to change)

TOWER ENGINEERING OF ORADE. (Subject to cha			ct to chan	190)
	First Class	Second Class	Third Class	Fourth Class
Part A	\$45	\$30		
Part B	\$45	\$30		
Full Course	\$90	\$60	\$40	\$25
Boiler Operators: Cla	ss A and Cla	ss B are \$1	5 each.	

WELDING UPGRADE: (subject to change)

	(
Test materials and one day training		\$21
Test fee		3
Additional training:	per day	3
-	per week	12
	per month	40
Textbook rental (where a	pplicable)	10
Tool deposit (where appl	icable)	10
Lookor Dantal	-	2

Payment of fees: Fees are due and payable at the time of registration. Students unable to pay their first month's fee at the time of registration will be required to forfeit their space in the class.



PROGRAM OFFERINGS

APPRENTICESHIP AND PRE-APPRENTICESHIP TRAINING

The College of New Caledonia, in conjunction with the Ministry of Labour, conducts courses in Pre-Apprenticeship and Apprenticeship training.

Pre-Apprenticeship courses include:

Automotive Mechanical Repair (Jan. to June) Heavy Duty Mechanics

Millwright

Apprenticeship training presently offered are:

Automotive Mechanical Repair (Sept. to Dec.)

Electrical

Millwright

Persons interested in any of these trades are advised to contact the Ministry of Labour, Apprenticeship and Industrial Training Branch, Room 222, 1488 4th Avenue, Prince George, B.C. V2L 4Y2. Telephone 562-8131, Local 227/228.

AUTOMOTIVE MECHANICAL REPAIR

A Pre-Apprentice course in a Designated Trade sponsored by The Apprenticeship and Industrial Training Branch, Ministry of Labour.

This course is intended to prepare young people for employment as apprentices in the Automotive Mechanical Repair Trade.

The employment situation is normally indoors and may be anywhere from a small repair shop or service station doing general mechanical repairs, to the complex service department of a large automobile or trade dealership.

In many cases the work involves direct contact with the public where courtesy, cooperation and at times the ability to accept criticism is important. COURSE CONTENT:

General shop practice Automotive fundamentals Engines - air and liquid cooled Basic test equipment Electrical systems Running gear, clutches Transmissions, anti-spin and conventional rear axles Steering systems and braking systems Emission control systems Safety education **REQUIREMENTS FOR ADMISSION:** Education: Grade 12 preferred Grade 10 minimum or a suitable level to meet the requirements of this program. General: Good Health Non-allergenic to solvents and lubricants Mechanical aptitude 16 years of age and over LENGTH OF PROGRAM: 5¹/₂ months COMMENCEMENT DATE: January COLLEGE CREDIT: 22 semester hours

BUSINESS CAREERS

A variety of options are available to students which lead to certificates in:

Clerical Skills Stenography Secretarial Skills Junior Bookkeeping Intermediate Bookkeeping

Minimum standards and course requirements for completion of a CNC certificate are indicated in the following chart. REQUIREMENTS FOR ADMISSION: 17 years of age with minimum

LENGTH OF PROGRAM: COMMENCEMENT DATES:

COLLEGE CREDIT:

grade 10 or B.T.S.D. III. 4 to 6 months. Every second month, commencing in September as space permits. 18 semester hours of credit are awarded for each 4 months of study; other time periods of study are prorated for credit purposes.

2.

THE COURSES	Cr.	ALL AND	Contraction of the second	JUN HER CONS	AV 200 Marines	KCEDIATE CAM
Typing	40 WPM	50 WPM	55 WPM	30 WPM	30 WPM	
English			*	*	*	
Office Practice			+		*	
Business Arithmetic	*	*	*		*	
Introductory Bookkeepin	ng +	*				
Dicta Typing	•	*		OP	OP	
Record Keeping	*		*			
Shorthand		80	100			
		WPM	WPM			
Junior Bookkeeping				*	*	
Business Machines		*			*	
Posting Machines				OP		
Intermediate Bookkeepin	1g					
Accounting Machine	-			OP	•	

OP - OPTION

* - COMPULSORY

Note the following equivalencies:

Junior Bookkeeping - successful students from this course may challenge the lab portion of BUS 151-3.

Intermediate Bookkeeping - equivalent to BUS 151-3.

Business English - equivalent to ENGL 151-3.

For other Business courses see Business Administration programs.



DENTAL ASSISTING

The dental assistant program consists of co-ordinated lectures, clinical and dental office experience. The area of studies includes instruction in dental anatomy, physiology, pharmacology, and bacteriology. Emphasis is placed on operative, laboratory and radiographic principles and techniques. A First Aid Program is included.

Students successfully completing this program may apply to the College of Dental Surgeon's of B.C. to write the Dental Assistant Certification examination.

Students with initiative and a sense of responsibility will find a satisfying career as a dental assistant.

Graduates may find employment in dental practices, public health services, dental clinics and related services.

Successful applicants must have a medical examination prior to commencement of the program.

REQUIREMENTS FOR ADMISSION:

- Education: Grade 12, G.E.D. or B.T.S.D. IV, Biology 11 or Biology 040 required. Chemistry 11 or Chemistry 040 preferred.
- General: Applicants are reminded that due to the high academic requirements and large number of applicants to the Dental Assisting program, students with better than average high school grades will receive admission priority.

LENGTH OF PROGRAM:

COMMENCEMENT DATES: Se

DATES:September. Application deadline June 1.COLLEGE CREDIT:45 semester hours.EXPENSES:Textbooks, etc. - \$300.

10 months.

DRAFTING

The purpose of this program is to prepare persons for employment with companies engaged in architectural, structural, civil or mechanical drafting.

The students are taught basic drafting techniques, applied mathematics and technology, mechanical drafting, and architectural and structural drafting.

The draftsperson is the link between the engineer or designer, who works out ideas, and the construction trades which do the fabricating or building. When preliminary plans are approved they are passed to the draftsperson for development of working drawings.

Graduates of this course normally commence employment at a junior level. On the job experience will eventually lead to more responsible work, and the extensive technical knowledge gained in drafting may, with additional training, lead to positions in engineering, designing, sales, or administration.

REQUIREMENTS FOR ADMISSION:

Education: Grade 12, G.E.D. or B.T.S.D. IV. Drafting 11 preferred.

General: Applicants must have good eyesight and hand-eye coordination, an analytical mind, creative ability, and patience to give undivided attention to detail.

LENGTH OF COURSE: 9 months COMMENCEMENT DATE: September

COLLEGE CREDIT: 45 semester hours.

EARLY CHILDHOOD EDUCATION

The need for qualified adults to work with young children has increased significantly in the past few years. The changing role of women, the growing number of single parent families and the economic pressures of our society have created a need for quality daycare for young children. Moreover recent research in developmental psychology has led to a greater awareness of the significance of the first five years of life. Much of a person's personality development and learning occur before age five. The experiences young children have in and out of the home during these early, formative years can have a profound effect on their development.

The Early Childhood Education program is designed to train men and women to be skilled, sensitive teachers of young children in Day Care Centres, Nursery Schools and private kindergartens.

In order to teach in these facilities in B.C., individuals must be licensed by the Community Care Facilities Licensing Board of British Columbia. Those who successfully complete this program will be recommended for B.C. Licensure.

The ECE program is a 9 month program. The College of New Caledonia offers a series of upgrading courses. These courses are not required for licensing and are offered to expand the knowledge and teaching skills of licensed day care workers.

The Early Childhood Education program includes study in the

following areas:

- 1. Human growth and development during the formative years: conception to age seven. All aspects and major theories of development are discussed.
- 2. Philosophy of Early Childhood Education Major historic theories and practices of Early Childhood Ed., curriculum planning for early childhood centres and skills for working effectively and sensitively with young children are presented.
- 3. Observing and Recording Behaviour directed observation of young children in child care centres, nursery schools and kindergartens. Methods for accurately and objectively observing and recording behaviour are studied and practiced.
- 4. Program Development Discussion of the theory and research underlying preschool curriculum areas as well as preparation of materials and practice in their use. Curriculum areas covered are art, music, science, social studies, language and literature.
- 5. The Child in Society the interrelationship between the home, the school and the community. Techniques for working effectively with parents and child oriented community agencies.
- Health, Safety and Nutrition in the preschool safe, healthful practices, in the preschool and nutritious menu planning for child care centres. Students receive full certified first aid training oriented for the preschool child.
- 7. Practicum Practical experience in working with young children.
- 8. General Psychology
- 9. Effective Communication

Theory and practice are closely related throughout the program. Students are assigned to observe and/or participate in preschool centres throughout the full training period. The last month of training is an intensive full-time practicum experience.

REQUIREMENTS FOR ADMISSION:

Education: Grade 12, G.E.D. or B.T.S.D. IV

General: Applicants should have a stable, cheerful personality as well as the ability to establish supportive relationships with children and adults. Applicants should be able to work in an emotionally, physically and intellectually demanding environment.

A medical examination including T.B. test and Rubella clearance is required prior to enrollment in the program.

Applicants must send in two letters of reference from non-relatives. All volunteer work, employment, previous coursework and other relevant experience should be noted on application. Priority is given to early applicants and to those with demonstrated interest.

GENERAL RECOMMENDATIONS:

It is strongly recommended that interested persons acquire some experience in working with young children or working in a related, people-oriented field.



FALLING AND BUCKING

This four-week program is designed to provide entry level training for persons seeking employment in the Central Interior Logging Industry.

Instruction will be given at a logging training site and will include woods safety related to felling and landing work, power saw operation and maintenance, and timber quality control, WCB Survival First Aid.

REQUIREMENTS FOR ADMISSION:

Education:	No specific requirements excepting that students
	must be literate in English.
General:	Applicants must be 17 years of age and physically capable of rigorous outdoor work. It is expected that applicants will have a sincere interest in the logging industry.

LENGTH OF PROGRAM: COMMENCEMENT DATES: DRESS:

Classes begin every week.

Four weeks.

W.C.B. safety standards are adhered to and students must have safety toed caulk boots, a hard hat with ear protectors, safety pants for power saw protection and work gloves. Clothing suitable for working outdoors in the temperatures to be expected at the time of training.

HEAVY DUTY MECHANICS

A Pre-Apprentice course in a Designated Trade sponsored by The Apprenticeship and Industrial Training Branch, Ministry of Labour. This program is intended to prepare students for employment as

apprentices in the Heavy Duty Mechanics Trade. The training covers repair and maintenance on heavy equipment of both the wheeled and track variety and large trucks.

COURSE CONTENT:

Fundamentals of gas and diesel engines

Fuel systems Lubrication systems Cooling systems Electrical systems Brake systems Clutches Transmission and drive mechanisms Running gear Engine disassembly and inspection

Overhaul procedures

Rebuilding

REQUIREMENTS FOR ADMISSION:

Education: Grade 12 preferred Grade 10 minimum General: Good Health Non allergic to solvents and lubricants Mechanical aptitude 16 years of age and over

LENGTH

OF COURSE:	6 months
DATES:	September and April
COLLEGE CREDIT:	22 semester hours

HEAVY EQUIPMENT OPERATOR

This training program has two options:

Training for employment in the road construction industry. Training for employment in the logging and woods industry.

The initial training period will be devoted to operating safety, machine servicing and maintenance, as well as basic equipment operating techniques.

Students will receive instruction on crawler tractor, front end wheel loader, small backhoe, grader, and dump truck.

Optional courses for Class II drivers licence, Air Brake Theory, and W.C.B. Survival First Aid will be offered.

During the final phase of this program students will elect to take the Construction Equipment Option which includes additional instruction on road construction.

OR

The Logging Equipment Option which includes skidder and rubber-tired log loader operating and maintenance, woods safety, identification and sorting of tree-species, quality control of logs, and decking.

REQUIREMENTS FOR ADMISSION:

Education: This course requires no special educational standing as a prerequisite. However, it would be to the applicant's advantage both on course

and in securing employment to have completed Grade 12.

Applicants must be a minimum of 17 years of General: age, physically suited to the work situation and able to adapt to rugged working conditions. Previous industrial experience, and a valid driver's licence preferred.

LENGTH OF COURSE: COMMENCEMENT DATES: DRESS:

17 weeks.

Classes begin every month. W.C.B. safety standards are adhered to and students must have safety footwear and clothing suitable for the work involved and weather conditions at the time of training. Coveralls and safety hat with ear protectors are available on a loan basis. Students are further required to pay a \$10 tool deposit at the time of registration. COLLEGE CREDIT: 18 semester hours.

MILLWRIGHT

A Pre-Apprentice course in a Designated Trade sponsored by the Apprenticeship and Industrial Training Branch, Ministry of Labour. This course is designed to prepare students for employment as apprentices in the Millwright Trade. Millwrights are skilled in the installation, repair and maintenance of industrial machinery such as conveyors, pumps, compressors, cranes, paper-making machines and similar industrial equipment. The principal fields of employment include pulp and paper mills, saw-mills and related wood products factories, mines, iron, steel and aluminum plants, refineries and chemical plants, and smaller manufacturing plants. COURSE CONTENT:

Blueprint reading and sketching Basic Oxy-acetylene and arc welding Ladders and scaffolding Hand and power tools of the trade Benchwork Lubrication techniques Applied electricity Applied mathematics Safety education **REQUIREMENTS FOR ADMISSION:** Education: Grade 12 preferred Minimum educational level: a suitable level to meet the requirements for this occupation. General: 16 years of age and over Good health Mechanical aptitude

LENGTH
OF PROGRAM:
COMMENCEMENT
DATES:

April and September

6 months



POWER ENGINEERING

A 10 month pre-employment program intended to prepare persons for a career in Power Plant operation and maintenance. This course includes maintenance of powerhouse equipment, instrumentation,

electricity, engineering sciences and water conditioning. While emphasis will be upon the practical application of the basic principles, sufficient theory will be covered to prepare students to write the Fourth Class Power Engineer's Examinations. COURS

COURSE CONTENT:	
Power Engi	neering (Certificate program)
Mathematic	s and Applied Science
Instrumenta	ition
Workshop	
Sketching a	nd blueprint reading
Steamplant	training
Boiler opera	ation
Electricity	
Report writ	ing
REQUIREMENTS FO	R ADMISSION:
Education:	Grade 12, G.E.D. or B.T.S.D. IV preferred.
	Trades Math 11 or Algebra 11, Drafting 11,
	Physics 11 or Technology 11 or 12 are recommend-
	ed secondary school subjects.
General:	Good command of communicative English, written
	and oral; good health, eyesight and hearing;
	good mechanical aptitude.

LENGTH OF PROGRAM: 10 months COMMENCEMENT DATE: September COLLEGE CREDIT 45 semester hours

POWER ENGINEERING UPGRADE

SEPTEMBER TO JUNE:

CNC offers courses that enable the Power Engineer to upgrade to the 4th, 3rd, 2nd, and 1st class examination level.

Correspondence course for the above class is available and assignment will be marked by CNC.

Inquires for correspondence course should be directed to Student Services.

PRE-ENROLLMENT COUNSELLING:

Due to the complexities of Provincial and inter-Provincial legislation governing acceptable qualifying time served in industry, prospective students may wish to discuss their acceptability for certification prior to enrollment. The College faculty offer their assistance to students seeking advice regarding the prerequisites for compliance with legislation and mandatory regulations.

PRACTICAL NURSING

The P.N. program prepares persons for a career in practical nursing. The practical nurse assists other members of the health team in promoting health and in providing health care.

The P.N. program is ten months in length. Students' time is divided between classroom instruction and clinical experience at the Prince George Regional Hospital. Nursing theory and practice are integrated throughout this program.

REQUIREMENTS FOR ADMISSION:

Education: Grade 12, G.E.D., or B.T.S.D. IV. Bio 11 preferred. Interviews may be required.

Applicants must be at least 17 years of age General: at the time they commence the program.

Successful applicants must submit their medical examination report, have the required immunization completed, and have all necessary dental work completed prior to commencing the Practical Nursing program.

Qualifying students in regular attendance in this program receive the British Columbia Hospital Service Subsidy of \$150 per month. LENGTH

OF COURSE: 10 months

COMMENCEMENT DATES:

September, January, April DRESS AND

RELATED EXPENSES: Uniforms are supplied. Students are responsible for their own white nursing shoes, sweep second hand watch, scissors, textbooks and supplies: \$175 minimum. COLLEGE CREDIT: 45 semester hours.

SMALL ENGINE REPAIR

This program teaches the mechanical knowledge required, and the techniques employed, to repair small air and liquid cooled engines which are used to power boats, lawn mowers, chainsaws, motorcycles, and snowmobiles.

Instruction is given in all mechanical aspects of 2 and 4-cycle engines, trouble-shooting techniques, and repair methods. Skill is developed through practical training. A graduate of this program will have gained sufficient knowledge and mechanical training to overhaul and repair small engines, with emphasis on safe working methods and accident prevention. A portion of the course is devoted to business management, bookkeeping and customer relations.

Employment opportunities may be found with dealers, distributors or repairshops for recreational vehicles, out-board motors, motorcycles, lawn mowers, etc. or logging companies who employ power saw mechanics.

REQUIREMENTS FOR ADMISSION:

Education: Grade 12 graduation with Industrial and Mechanical courses preferred. Grade 10 minimum.

LENGTH OF PROGRAM: 5 months COMMENCEMENT DATES: September and February COLLEGE CREDIT: 19 semester hours

WELDING

Welding is an industrial art in a highly competitive field. It requires a high level of physical co-ordination.

Basic metallurgy, heat treatment, blueprint reading, plate and pipe layout, applied mathematics and principles of safety are taught. Various welding procedures are applied to different types of metal.

A graduate of this program will have gained sufficient practical experience and related theory to take a welding test under the A.S.M.E. sec. IX, C.S.A. W-47, or A.W.S. Codes. These are recognized standards of qualification acceptable to industry.

Employment opportunities occur in practically every mechanical or metal trade. Construction welders find themselves in a variety of working locations while others may remain in industrial centres.

Due to technological developments, welding equipment and techniques are constantly changing, thus a welder, though employed, should constantly strive to update his skills.

REQUIREMENTS FOR ADMISSION:

Education: Grade 12 graduation with Industrial and Mechanical courses preferred. Grade 10 minimum. General: Applicants must have good eyesight (contact lenses may not be worn while electronic welding), good hearing, be free from respiratory ailments, and be physically suited to the trade.

LENGTH OF COURSE: COMMENCEMENT DATE: DRESS:

September The student must supply gloves and safety shoes. COLLEGE CREDIT: 45 semester hours

WELDING UPGRADING

The primary purpose of this program is to prepare students for certification in the following categories: A.S.M.E. sec. IX, C.S.A. - W-47, or A.W.S. Codes.

Special courses may also be arranged in the following areas:

10 months

Downhill Pipeline

Tungsten Inert Gas (T.I.G.) Semi-automatic Gas Metal Arc.

REQUIREMENTS FOR ADMISSION:

Welding upgrading training is confined to persons presently or recently employed in welding, who wish to improve their techniques or become proficient in special processes, or who are approved for the following certification:

A.S.M.E. Sec. IX, C.S.A. - W-47, or A.W.S. Codes.

Persons requiring Provincial Government Certification are required to apply to the Welding Inspector, Department of Public Works, for assessment of their credentials. The Inspector may stipulate a certain length of time for instruction before taking the test. The testing appointment will be arranged by the Chief Welding Instructor at the College.

LENGTH

OF PROGRAM Upgrading runs continuously and may be taken as space becomes available. Length of training time will be variable for each trainee. Maximum training period, 5 months.

DRESS: Students must supply their own jacket, helmet, goggles and gloves.



TECHNICAL PROGRAMS

ADMISSIONS

ADMISSION REQUIREMENTS

Students eligible for admission are those who satisfy specific course or program prerequisites and

- a) have graduated from a B.C. Secondary school or equivalent or
- b) are deficient in no more than two courses for B.C. Secondary School graduation (which may be required to be completed while attending College), or
- c) are over 19 years of age on the first day of the semester for which admission is sought and have been out of the regular school system for at least one year and whose maturity and experience demonstrate they will be able to succeed in College courses, or
- d) will complete grade 11 in the year in which they are applying for admission, and wish to be considered as "Early Admission" candidates. Admission in this category will only be granted to students with an outstanding record.

ADMISSION PROCEDURES

NEW STUDENTS:

- (i) Apply to Student Services office for an application form and attach a copy of your Secondary School or post-secondary transcript.
- NOTE: Secondary School students are urged to apply for admission as early as possible. A statement from the school that completion of subjects in which the student is enrolled will lead to graduation will be accepted in lieu of a transcript and students will be admitted on a conditional basis. The conditional status will be removed when the College receives the official transcript of secondary school grades which should be forwarded as soon as possible.
- (ii) The completed application form, and transcript should be submitted to the College at least two months before the beginning of the semester to which admission is sought. Transcripts must be submitted before admission can be granted.
- (iii) Applications will be processed and students will be notified by mail of their admission to the College. Detailed registration information including the date and time for registration will be included with the notice of admission.

FORMER STUDENTS RETURNING TO COLLEGE

- (i) At least one month prior to the beginning of the semester in which you wish to enroll contact the Registrar and request a notice of admission and permission to register.
- (ii) Consult a counsellor about appropriate courses. Detailed registration information will be sent to you with the notice of admission.

REGISTRATION

Students should register at the time indicated on their Notice of Admission.

Students will not be admitted to the registration area at times earlier than those indicated on their Notice of Admission. Registration is not complete until all fees have been paid.

ENGLISH PLACEMENT TEST

All students making application to CNC must present English Placement Test scores to Student Services prior to registration. If students have not written the English Placement Test they should contact Student Services for information regarding this exam.

LATE REGISTRATION

Students who are unable to register at the specified time may register up to two weeks after the first day of classes.

ADMISSION STATUS - Academic

All students are assigned an academic status. This status is normally determined by the student's previous level of success.

(i) Adequate Status assigned to new students who have completed all formal prerequisites for admission to the College and to continuing students with a current grade point average of 1.5 or higher.

- (ii) Conditional Status assigned to new students who have not submitted transcripts of previous education, or who are required to complete one or two secondary school courses. Students will not normally receive an official transcript until the condition for admission has been satisfied.
- (iii) Probationary Status assigned in each of the following situations: to mature students who have not completed secondary school to students whose previous academic achievement cannot be accurately assessed

to students whose current grade point average is between 1.00 and 1.49. Such students may be required to enroll in a reduced course load, and if this is the second consecutive semester when the student's grade point average was between 1.00 and 1.49, may be required to withdraw

- to students admitted as "Early Admission" students
- to students who are not performing at a satisfactory level during a semester
- NOTE: Students assigned probationary status will be required to attend CNC 154-0 Directed Studies.
- NOTE: CNC students with a grade point average of 0.99 or lower will not be permitted to continue in the following semester.
- (iv) Audit Status assigned to students taking a course for interest only. Audit students do not receive grades or credit for courses taken. Priority for admission is given to 'credit' students.

ADVANCE STANDING

Students who have completed post-secondary courses in other institutions may be given credit for these courses at CNC. Such students who plan to transfer to another institution following the completion of a program at CNC are advised to request an equivalent evaluation of these courses from this other institution prior to enrolling at CNC. Following this procedure will avoid complications at the time of transfer. Students with questions on advance standing should consult with a CNC Counsellor well before the beginning of the semester in which they will be registering.

GENERAL INFORMATION

CHANGE OF COURSE OR SECTION

Students contemplating changing courses should consult with a counsellor to avoid enrolling in courses that do not satisfy the requirements for the program they are pursuing. All course and section changes require College approval and will only be permitted during the periods specified in the College Calendar.

PROCEDURE TO FOLLOW WHEN MAKING A CHANGE

- 1. Consult the instructors involved in the change.
- 2. Obtain and complete a Change of Course or Section form available from the Student Services Office.
- 3. Obtain the receiving instructor's signature in case of a course change.
- 4. Obtain a Counsellor's signature.
- 5. Return the form to the Student Services Office.

COLLEGE DIPLOMA

A CNC Diploma is awarded to students who complete either:

The requirements of a College Diploma program of at least four semesters with a pass grade in each specified course and with a cumulative grade point average of 2.0 or higher. OR

A general Studies program of at least four semesters and 60 semester hours of credit with a cumulative grade point average of 2.0 or higher. NOTE:

Students who enroll in a CNC Diploma program with advance credit for courses taken elsewhere must complete a minimum of 15 credit hours of work at CNC, to qualify for a CNC Diploma.

Students who expect to complete the requirements for a Diploma are required to complete an Application for Graduation form available from the Student Services Office.

TRANSCRIPTS

The Official Transcript includes a record of the student's grades for all courses attempted and is imprinted with the College Seal and signed by the Registrar. One transcript is issued to students upon request, free of charge.

Additional copies may be obtained from the Student Services Office. Fee: \$5 for 3 copies. The College will forward transcripts to other institutions or potential employers, etc., only with the specific permission of the student involved.

TRANSFER TO OTHER INSTITUTIONS

Students contemplating transfer to another institution should consult the Calendar of the institution to which they intend to transfer and ensure that their program of studies at CNC will allow for such transfer.

CNC Counsellors will assist students to select courses that will permit easy transfer to other institutions, but the final responsibility for a selection of courses remains with the student.

GRADES

Alphabetic symbols are used to report academic standing. Each grade is assigned a numerical value or grade point, that is used to determine the grade point average. IETTER GRADE

LCI	1	ĽК	
GR	A	DE	

GRADE		POINTS
А	Outstanding achievement	4.0
B +		3.5
В	Good achievement	3.0
C +		2.5
С	Satisfactory achievement. The lowest standing on which to base further study in a discipline.	2.0
Р	Standing below that required for further study in a discipline. The student is granted college credit for the course but cannot be granted credit for the course in another institution. Permission is required to continue in a sequential course.	1.0
F	Fail. No credit granted.	0
I	Incomplete. Grade and credit withheld until all requirements of the course have been met. Will require completion of all required work within 4 weeks of the last day of classes or an "F" grade will be assigned	*
S	Credit granted. Course requirements have been satisfactorily completed. This grade is assigned where a course is successfully challenged. NOTE: Some institutions will not accept for transfer those courses that have been awarded College credit on the basis of challenge credit.	*
Т	Advance Standing. Credit granted on the basis of work completed elsewhere	•
W	A 'W' grade will be assigned to those students completing the Withdrawal procedure outlined, and within the time limits specified in the College Calendar.	•
х	Audit Status. No credit granted.	*

* Not included in the calculation of the grade point average.

GRADE POINT AVERAGE (G.P.A.)

Grade point averages are reported on each Statement of Grades. The transcript includes the cumulative grade point average.

The G.P.A. is the sum of the grade points earned multiplied by the number of credits and divided by the number of credit hours taken.

Example	Credit	Letter	Grade	Grade Points a
Course	Hours	Grade	Points	Credit Hours
Course	Hours	Orauç	Fonts	Credit Hours
1	3	Α	4	12
2	3	в	3	9
3	4	С	2	8
4	2	Р	1	2
5	3	F	0	_0
	15			31

G.P.A. equals 31/15 equals 2.07

REPEATING A COURSE

Courses may be repeated for the purpose of raising grades. Credit will be granted for the higher grade achieved, but both grades will be recorded on the student's permanent record. Students repeating courses must advise the Student Services Office to ensure only the highest grade point is included in the calculation of their G.P.A. Other institutions to which a student might transfer may re-calculate the G.P.A. to include both grades obtained.

STATEMENT OF GRADES

At the end of each semester a Statement of Grades is mailed to each student enrolled in a course for credit.

All obligations relating to fees, library books or fines, rentals, loans, etc. must be met before any Statement of Grades, transcript, certificate or diploma will be released.

CREDIT HOURS

One credit hour usually represents one hour per week of classroom lectures. Most courses offered are three credit courses. As such they require three lecture hours per week, together with required study in laboratories, seminars, or tutorials. A full-time student is normally enrolled in 15 or more credit hours of work each semester.

EVALUATION AND GRADING

To ensure maximum involvement of the student in the learning process, CNC follows a policy of continuous evaluation in determining the grades. There is no single final examination.

FEES

1.	Ful	Il-time Students (Students enrolled in 15 or more credit hours)
	a)	In-region and other region students
		Tuition \$150 per semester
		I.D./Library Card \$1 per year
		*Lab Fees \$15 per lab (maximum \$30)
		Student Assoc. Fees \$14 per semester
	b)	Out-of-Province Students
		Tuition \$200 per semester
		I.D./Library Card \$1 per year
		*Lab Fees \$15 per lab (maximum \$30)
		Student Assoc. Fees \$14 per semester
2.	Pa	rt-time Students (Students enrolled in 9 credit hours or fewer)
	a)	In-region and other region students
		Tuition \$10 per credit hour
		I.D./Library Card \$1 per year
		*Lab Fees \$15 per lab (maximum \$30)
		Student Assoc. Fees \$2.50 per course
	b)	Out-of-Province Students
		Tuition \$14 per credit hour
		I.D./Library Card \$1 per year
		*Lab Fees \$15 per lab (maximum \$30)
		Student Assoc. Fees \$2.50 per course
	*C	ourses with lab fees are identified in the course description
by	the	letter L following the number in parenthesis.
NO	TE:	No fees will be charged to Senior Citizens. Audit students
will	be	charged full fees as outlined above.

PAYMENT OF FEES

Tuition, lab fees and Student Assoc. fees are collected each semester at the time of registration. Students who are unable to pay their fees at the time of registration and who are unable to obtain financial assistance from the Financial Aid Officer will not be permitted to register.

MISCELLANEOUS FEES

Grade Appeal	\$5	Locker Rental	2
Duplicate Transcript	5	Duplicate Permission to Register	1
Duplicate Diploma	5	Duplicate Grade Statement	1
Reinstatement Fee	20	Duplicate income tax receipt	1
I.D./Library Card Duplicate	1		

NOTE: Some courses may require an assessment for supplies and activities required as part of the course.

ESTIMATED SEMESTER EXPENSES

Full-time students should be aware of the expenses they will incur each semester. Costs can be estimated as follows:

Tuition Fees	\$150	Local transportation	75
Lab Fees (where applicable)		Miscellaneous	225
(maximum \$30)	15	Student Union	14
Books and Supplies	100		\$579

HOUSING AND MAINTENANCE EXPENSES

\$150/month per semester for room and board. (approximate)

REFUNDS

A complete refund of fees is made only when a course or program is cancelled.

SCALE OF WITHDRAWAL REFUNDS:

- a) Withdrawal within two weeks after commencement of classes 80% refund
- Withdrawal within four weeks b) after commencement of classes 50% refund
- Withdrawal more than four weeks c) after commencement of classes
 - No refund

PROGRAM OFFERINGS

BUSINESS ADMINISTRATION

Two year Diploma Programs in Electronic Data Processing, Accounting, Business Administration and Professional Secretary.

These four programs will prepare students for entry into managment trainee and specialist positions in a wide range of businesses and institutions. Government, retailing and wholesaling, banking and finance, manufacturing, and service businesses represent some of the major career avenues in which the graduate will be able to seek employment. Job opportunities are excellent, and a number of employers recruit on campus.

One of the most important criteria applied in selecting courses for the two year programs is their relevence to the student seeking access to a specialist and/or management career in the business field. Advisory committees made up of community people from a wide variety of companies and professions are constantly reviewing the programs and making recommendations as the field changes, to ensure that CNC programs keep in touch with the lastest developments and community needs in business education.

The orientation in the program is thus on a combination of technical and management skills plus technical and management theory which the student can apply in his or her business career. Throughout the program, considerable attention is paid to bringing the student into contact with the business world through such activities as field projects, guest lecturers, field trips and through contact in the classroom with students with experience in the business community.

Three professional accounting bodies recognize CNC courses in accounting, data processing, and business administration as being equivalent to many courses in their own programs of study. These exemptions are granted by the Institute of Chartered Accountants, the Society of Managment Accountants, and the Certified General Accountants Association.

Any student considering a career in the accounting profession should discuss his or her plans with an instructor so that he or she can be provided with complete details on these programs.

While the program can be completed in four semesters, it is also worthwhile to consider spreading the 22 courses over 5 or 6 semesters, for instance to allow for part-time employment. Many first and second year courses are offered in the evening to allow students who work during the day to attend classes.

Students may challenge any course in which they feel they have adequate background. A successful challenge will result in the student being granted CNC credit for that course.

Recommended Secondary School Courses: Bookkeeping 11, Consumer Math 11 or Algebra 11.

THE PROGRAM

The first two semesters of the program are designed to provide the student with introductory courses in Business Management, Accounting and Electronic Data Processing as well as develop essential background skills in Math and English.

The first year is designed also to provide students with an overview of the entire career field of business, so that they may find it easier to make an informed career choice. There are three major options open in the 3rd and 4th semesters of the program. Electronic Data Processing, Accounting and Finance, and Business Administration. The first year course requirements are the same for all three options, and the student is not asked to make a choice until the end of the second semester.

Description of all courses follow on page

FIRST YEAR	
SEMESTER 1	
Fundamentals of Accounting I	BUS 151-3
Business Fundamentals I	BUS 153-3
Effective Communication I	ENGL 151-3
Mathematics of Finance	MATH 154-3
Data Processing Fundamentals	EDP 151-3
SEMESTER 2	
Fundamentals of Accounting II	BUS 152-3
Business Fundamentals II	BUS 154-3
Effective Communication II	ENGL 152-3
Introduction to Business Statistics	MATH 157-3
Computer Programming I	EDP 152-3

First year requirements - 30 semester hours credit

SECOND YEAR

There are three options open to students entering the second

year:

Electronic Data Processing Accounting and Finance Business Administration

Students must select their second year program in consultation with a faculty member from EDP, Accounting or Business Administration. It is recommended that this be done before leaving the College at the end of the first year.

ELECTRONIC DATA PROCESSING OPTION

The increasing need to assemble and interpret vast amounts of information has resulted in tremendous expansion in the field of data processing. The electronic computer is now being used in virtually every area of business and industry. The computer is also being used extensively in scientific engineering and research projects.

The application of the computer to business problems requires a great deal of human planning and preparation. Information processing must be both timely and accurate. The computer is a versatile and useful calculating facility but it must be given careful and detailed instructions. This requires analyzing the situation and defining the problem, formulating a solution and expressing the solution in terms the computer can understand.

The Data Processing option is designed to prepare the individual for employment as a computer programmer, or systems analyst. The College has recently installed a very sophisticated modern

The College has recently installed a very sophisticated modern new computer for the use of students and faculty. The new computer will facilitate the teaching of sophisticated processing techniques.

SEMESTER 3	
Organizational Behavior	BUS 274-3
Cost Accounting I	BUS 253-3
Computer Programming II	EDP 251-3
Systems Analysis	EDP 253-3
Business Uses of the Computer	EDP 255-3
Management Information Systems	EDP 257-3
SEMESTER 4	
Human Relations in Business	BUS 268-3
Cost Accounting II	BUS 254-3
Computer Programming III	EDP 252-3
Systems Design	EDP 254-3
Managerial Computer Applications	EDP 256-3

ACCOUNTING AND FINANCE OPTION

This option is provided for those who wish to prepare themselves for a career in the field of accounting and finance. Excellent career paths are accessible to students who choose this route. As mentioned before, many of these courses are accepted by the professional accounting associations, and a graduate of the program may continue his or her education through progress towards professional certification. Employment opportunities are numerous in the accounting field in many companies - small and large, both as a public accountant and as a specialist within the company. At a later stage, the graduate may wish to branch out into other areas of business, and accounting experience and training is a fine preparation for this.

(3 semester hours)

SEMESTER 3

Business elective

SEMICSTER 3	
Organizational Behavior	BUS 274-3
Introduction to Economics	ECON 101-3
Intermediate Accounting I	BUS 251-3
Cost Accounting I	BUS 253-3
Financial Management I	BUS 257-3
Business or EDP elective	(3 semester hours)
SEMESTER 4	
Business Law	BUS 293-3
Human Relations in Business	BUS 268-3
Intermediate Accounting II	BUS 252-3
Cost Accounting II	BUS 254-3
Financial Management II	BUS 258-3
Credit and Collections	BUS 261-3

BUSINESS ADMINISTRATION OPTION

This option prepares students for junior or trainee management positions in a wide range of businesses and governmental agencies. Banking, retailing, manufacturing and service businesses represent a few of the main fields of business where a student may follow a career. The courses in this option do not favour a concentration in specialized course work but rather provide student a broad spectrum of content in such fields as marketing, finance, law, organizational behaviour, human relations, and economics. There are a number of courses also which will give the student an opportunity to acquire skills and experience in such management areas as credit and collections, small business management, and purchasing.

SEMESTER 3	
Organizational Behaviour	BUS 274-3
Introduction to Economics	ECON 151-3
Financial Management I	BUS 257-3
Marketing I	BUS 271-3
Small Business Management	BUS 266-3
Business or EDP elective	(3 semester hours)
SEMESTER 4	
Business Law	BUS 293-3
Human Relations in Business	BUS 268-3
Financial Management II	BUS 258-3
Business Policy	BUS 265-3
Credit and Collections	BUS 261-3
Purchasing	BUS 262-1
Retail Merchandising	BUS 278-1



PROFESSIONAL SECRETARY

This Diploma program combines components from the College of New Caledonia Business Careers and Business Administration programs to provide a sound and practical educational background for the career oriented secretary.

Completion of the following courses will prepare persons for certification with the Canadian Division of the National Secretaries Association. SEMESTER 1

Typewriting Shorthand Office Practice English Business Machines and Dictaphone

SEMESTER 2 Typewriting - 55 wpm Shorthand - 100 wpm Effective Communications II ENGL 152-3 BUS 293-3 **Business Law** Plus: one elective from the list below. **SEMESTER 3** Introduction to Economics ECON 151-3 Accounting I BUS 151-3 Organizational Behaviour BUS 274-3 General Psychology I **PSYC 151-3** Data Processing Fundamentals EDP 151-3 SEMESTER 4 Accounting II BUS 152-3 Personnel Administration BUS 275-3 Plus: Three electives from the list below. ELECTIVES Business Fundamentals I BUS 153-3 Business Fundamentals II BUS 154-3 Intermediate Accounting I BUS 251-3 Intermediate Accounting II BUS 252-3 Computer Programming 1 EDP 152-3 MATH 154-3 Mathematics of Finance General Psychology II PSYC 152-3 Introduction to Human Relations BUS 268-3 MATH 157-3 Introduction to Business Statistics

or any two University Transfer courses.

CERTIFICATE PROGRAM IN BUSINESS ADMINISTRATION

This program is designed primarily for those students who have had considerable experience in the business community, and who wish to supplement their background with courses in business administration. Most of these courses are offered at the College on a regular evening basis almost every year.

Those people completing the Certificate Program must accumulate 30 semester hours of credit, though upon application CNC is prepared to grant credit towards the certificate for course work in Business Administration completed at other institutions.

Where the business experience of the student overlaps course work, an exemption from the course may be granted by CNC. In that case, the student is free to select other course work to count in the 30 semester hours. Students are free to challenge any CNC courses, and a successful challenge will result in the student being granted the appropriate CNC credit.

In terms of credit for courses taken elsewhere, in terms of exemptions for experience, and the policy on challenges, then, the program is as flexible as possible to allow those on the program to select course work which they feel is most relevent to their needs.

The selection of courses is large, and most people will be able to put together a tailor-made program most appropriate to their needs.

Many courses are transferable for credit in programs of study set out by the Institute of Chartered Accountants, the Society of Industrial Accountants, and the Certified General Accountants Association. REQUIRED COURSES

(Must be taken, have credit for, or be granted an exemption for on all programs of study.) All courses are one semester long and carry 3 semester hours of credit. Each course is 45 hours in the lecture room, evening courses meet 3 hours once a week for 15 weeks.

Fundamentals of Accounting I	BUS 151-3
Business Communication I	ENCL 151 2
Management	ENGL 131-3
Financial Management I	DUS 255-5
Marketing I	DUS 257-5
Organizational Behaviour	BUS 274-3
ELECTIVES	
Intermediate Accounting I	BUS 251-3
Intermediate Accounting II	BUS 252-3
Cost Accounting I	BUS 253-3
Cost Accounting II	BUS 254-3
Financial Management II	BUS 258-3
Credit and Collections	BUS 261-3
Purchasing	BUS 262-3
Business Policy	BUS 265-3
Small Business Management	BUS 266-3
Marketing II	BUS 272-3
Retail Merchandising	BUS 278-1
Personnel Administration	BUS 275-3
Interviewing and Counselling	BUS 276-3
Industrial Relations	BUS 277-3
Human Relations in Business	BUS 268-3
Business Law	BUS 293-3
Data Processing Fundamentals	EDP 151-3
Computer Programming I	EDP 152-3
Computer Programming II	EDP 251-3
Computer Programming III	EDP 252-3
Systems Analysis	EDP 253-3
Systems Design	EDP 254-3
Business Uses of the Computer	EDP 255-3
Managerial Computer Applications	EDP 256-3
Management Information Systems	EDP 257-3
Principles of Economics - Macroeconom	ics ECON 201-3
Principles of Economics - Microeconomi	cs ECON 202-3
Introduction to Economics	ECON 151-3 or 101-3
Canadian Economic Issues	ECON 102-3



THE COURSES

BUSINESS

BUS 151-3 Accounting 1

A study of the fundamental concepts and techniques of the accounting process in proprietorships and corporations. Emphasis is placed upon the flow of information through the business and its relation to various functional areas. All material is integrated with case studies. (3,3)

BUS 152-3 Accounting 11

An introduction to basic business accounting procedures in payroll, accounts receivable, accounts payable. Paper flow analysis and work simplification. One-write practice sets and paper flow chart problems are used to teach procedures and methods. A concentration on the analysis of the major balance sheet accounts-assets, liabilities, equity accounts and their relationship to the income statment. All material is integrated in a major case study. The topics covered include: cash, investments, accounts receivable, notes receivable, inventories, fixed assets, notes payable, long term liabilities, equity capital stock, and equity retained earnings.

Prerequisites: Bus 151-3 or equivalent with permission of instructor. (3,0)

BUS 153-3 Business Fundamentals 1

An introduction to Business Management. The course takes a functional overview of business, and discusses finance, marketing and production, as well as areas related to personnel. There is a brief discussion of management and general management concepts, as well as a brief overview of the legal forms of business organizations and bankruptcy law. Basic techniques for problem definition and analysis will be introduced in the course, and the student will start to apply these ideas through the preparation of business cases.

Students are introduced to an ongoing business computer/based decision/making game which requires application of ideas learned in the course. (2,2)

BUS 154-3 Business Fundamentals 11

There are three main parts to this course, all of which will bring the student into direct contact with the business community or a decision making situation. All three will require that the student apply theory and techniques from Bus 153-3. Part 1 of this course is a Market Research Project and an Industry Analysis Project, both carried out in the field. Part 11 involves weekly participation in decisions in a computer simulation of companies in competition with each other (Introductory Business Management Simulation). Both Part 1 and Part 11 are carried out in teams. Part 111 will be a series of weekly guest speakers in a Career Information Program designed to give the student additional insight into careers in business. Prerequisite: Bus 153-3 or instructor's permission. (2,2)

BUS 251-3 Intermediate Accounting I

Accounting principles covered in Bus 151-3 and 152-3 are continued with more emphasis placed upon the theoretical aspects of the accounting process. The topics covered include: Accounting principles, financial statements, current assets and liabilities, and tangible and intangible assets.

Prerequisite: Bus 152-3 or equivalent with permission of instructor. (3.0)

BUS 252-3 Intermediate Accounting 11

The analysis of the balance sheets accounts, which was started in Bus 251-3, is concluded with coverage of shareholders' equity, long-term liabilities, and long-term investments. Other topics include: accounting for income taxes, accounting changes, incomplete analysis, and price-level and fair-value accounting.

Prerequisite: Bus 251-3 or equivalent with permission of instructor. (3,0)

BUS 253-3 Cost Accounting 1

An introduction to managerial accounting. Emphasis is placed on cost for planning and control and includes the following topics of prime managerial significance: Conceptual framework of management accounting, Cost-Volume-Profit relationships, Job-order costing, process costing, labour cost: control and accounting, Standard costs: direct materials and direct labour, flexible budgets, and managerial cost reports. Prerequisite: Bus 152-3 (3,0)

BUS 254-3 Cost Accounting 11

A continuation of Bus 253-3, Cost Accounting I. Topics covered include: Accounting systems. Standard cost analysis of overhead variances. Responsibility accounting. Budgeting profit planning. Inventory planning, control, and valuation. Joint-product costs and by-product costs. Direct costing and the contribution approach. Decentralization, including the measurement of performance transfer pricing, sales mix,

production mix, and yield variances. Prerequisite: Business 253-3 or permission of instructor. (3,0)

BUS 255-3 Principles of Management

An analysis of management functions including planning, organizing, staffing, directing, coordinating and controlling. Through classroom discussions and case analysis the student is able to integrate the principles of management with organizational situations. The process of decision making is also covered in this course as well as management by objectives and other techniques of management. (3,0)

BUS 257-3 Financial Management 1

An introduction to the application of financial tools to analyse the internal operations of the business enterprise with the objective of measuring performance and assisting management decision-making. The topics covered include: Ratio analysis, break-even analysis, financial forecasting, cash budgeting, management of cash and marketable securities, investment in accounts receivable credit management, investment in inventories, capital budgeting, term loans and leases. Prerequisites: Second year standing, or permission of instructor. (3.0)

BUS 258-3 Financial Mangement 11

Sources and forms of short-term financing for both large and small businesses are studied. The topics covered: Trade credit and current asset financing. Bank financing. Term loans. Cost of capital. Long term securities market. Long term debt. Financial leverage. Warrants and convertibles. Preferred stock. Common stock. Dividend policy. Prerequisites: Bus 157-3

(3,0)

Transfer Credit: RIA, CA

BUS 261-3 Credit and Collections

Basic consumer and commercial credit management including a study of the role of credit, federal and provincial legislation dealing with credit transactions, types of credit instruments, credit policy and control, and collection techniques. (3,0)

BUS 262-1 Purchasing

A comprehensive course covering all phases of the purchasing function. Quality, specifications, and standardization, the right source of supply, the right price, negotiation, receiving, and inventory control methods. $(1\frac{1}{2},0)$

BUS 265-3 Business Policy

An examination of the process of strategy and policy formation in business and organizations of all types, though the emphasis will lie toward the smaller medium-sized enterprise. This course deals with policy decisions in all areas of business marketing, personnel, and finance. Extensive use will be made of business cases, with many drawn from the local community. Readings, films, and guest lecturers will be an important part of the course.

Prerequisites: Second year standing, or instructor's permission. (3,0)

BUS 266-3 Small Business Management

A specialized course dealing with topics of interest to those involved in small businesses. Small business finance, marketing, production and personnel problems will be discussed, as well as special interest areas such as insurance, time management, purchasing, receivables management, and so on. Extensive use of cases and guest speakers.

Prerequisite: 1st year standing or instructor's permission (3,0)

BUS 268-3 Human Relations in Business

This course is designed to develop an awareness of factors and skills in interpersonal relations. Factors in human relations will be explored through a careful examination of selected topics in personality and social psychology: e.g. roles, identity, motivation, attribution, social learning theory, altruisim. Human relations skills will be examined through practice in a laboratory setting. (3,0)

BUS 270-3 Advanced Accounting

Topics covered include: consolidations, changes of price levels and financial reporting, replacement costs and financial reporting, foreign operations, re-organizations and liquidations. Prerequisites: Bus 252-3 or instructor's permission. (3,0)

BUS 271-3 Marketing 1

An introduction to the marketing function of the firm and basic marketing concepts. The course then examines the following topics: marketing research, consumer motivation and behaviour, product planning, development, and distribution. Throughout the course, emphasis will be placed upon the application of concepts and perspectives to selected marketing cases. (3,0)

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BUS 272-3 Marketing 11

An in-depth examination of pricing policy, promotional policy, advertising policy, and the management of personal selling. Following this section, the course then examines the marketing of services and international marketing with an examination of overall marketing policy determination and methods of evaluating marketing programs. The discussion of marketing cases is an integral part of the course. Prerequisite: Bus 271-3.

BUS 274-3 Organizational Behaviour

A multidimensional approach to understanding the human problems of business organizations. The areas of determinants of behaviour, actual behaviour and the consequences of behaviours are examined in detail with the objective of improving skill at diagnosing behavioural situations. Specific topics include group behaviour, leadership, communication and introduction of change.

BUS 275-3 Personnel Administration

A detailed examination of the many responsibilities of the personnel practioner including interviewing, manpower planning and development, salary and wage administration, organizational development, personnel placement and selection, administration of employee benefits, safety and labour/management relations. The emerging role of the personnel department in relationship to employee productivity is also emphasized.

Prerequisite: Second year standing or permission of instructor.

BUS 276-3 Interviewing and Counselling

This course will be of particular interest to personnel people and those in supervisory positions, but will also be of help to those engaged in counselling. The varied techniques of counselling will be studied including group counselling and non-directive interviewing. The participants will be exposed to role playing and other practical exercises in order to practice the varied techniques.

Prerequisites: Second year standing or business experience and instructor's permission.

BUS 277-3 Industrial Relations

A review of the history and current status of Industrial relations in Canada with particular emphasis on the roles assumed by labour unions, management, and government bodies in the collective bargaining process. Grievance procedures, administration of collective agreement, arbitration, mediation, strikes, lockouts, and provincial labour codes are discussed in detail along with anti-inflation legislation and the resolution of conflict.

BUS 278-1 Retail Merchandising.

A study of merchandising principles, practices and processes in Canadian marketing. The course studies the consumer, buying methods, and sources of supply, selling, sales promotion methods and media, inventory control, advertising and display.

BUS 293-3 Business Law

A general survey of business law with emphasis on contract law, the contract of sale, bailment, principle and agent, the contract of employment, and negotiable instruments.

(3,0)

(11/2,0)



ECONOMICS

(3,0)

(3.0)

(3,0)

(3,0)

(3.0)

ECON 101-3 Introduction to Economics

This course acquaints students with the basic concepts and vocabulary of economics. Areas of study include money, inflation, full-employment, investment, business cycles, pricing and costs. (3.0)

ECON 151-3 Introduction to Economics

The basic concepts and vocabulary of economics. Areas of study include money, inflation, full-employment, investment, business cycles, pricing and costs.

ELECTRONIC DATA PROCESSING

EDP 151-3 Data Processing Fundamentals

An introduction to the development of data processing and the perspectives and issues associated with it. An orientation to the computer and an insight into the impact that computers have had on society. An introduction to the solution of problems, using flowcharting and programming of the computer. Laboratory procedures include filing procedures, equipment and systems, and accounting forms and routines in control, purchasing and sales.

EDP 152-3 Computer Programming 1

An introduction to the principles of programming. This course concentrates on the RPG 11 programming language, based on a modular learning method, with "hands on" computer experience. Flowcharting, coding, testing, debugging, and documenting several applications of increasing complexity will be included.

EDP 155-3 Fortran Programming

An introduction to the computer, machine operation, and data processing techniques. Flow-charting and problem definition are described preliminary to programming in the Fortran language. Several programs will be given to teach the language and to illustrate the capability of the computer. (3.3)L

EDP 251-3 Computer Programming 11

The programming of a computer is usually done using a high level language. The most commonly used computer language is COBOL (Common Business Oriented Language). Using COBOL, students will study the fundamentals of business computer programming. Prerequisites: EDP 152-3 or Computer Programming Course.

EDP 252-3 Computer Programming 111

A study of advanced business computer programming. The use of disk files and of different disk file organizations will be examined through realistic programming assignments. The advanced features of COBOL will be used. The course will expose the student to the intricacies of J.C.L. (Job Control Language).

Prerequisites: EDP 251-3 (or previous COBOL course).

EDP 253-3 Systems Analysis

An introduction to the methods used in designing systems. Problem definition, making a proposal, the full systems study, designing a new system, cost comparison, selling the system, implementing, documenting and follow up evaluation. Prerequisite: EDP 152-3

Corequisite: EDP 255-3 is recommended.

EDP 254-3 System Design

A continuation of EDP 253-3 which concentrates on the design of a system flowcharting, forms and records design, controls and audit trails, procedures, user documentation and operating handbooks. The student will learn by designing an actual system project and creating all the necessary reports and documentation. Prerequisite: EDP 253-3 or permission of the instructor.

EDP 255-3 Business Uses of the Computer

The course will cover some of the most often encountered business computer applications, such as; payroll, accounts payable, and general ledger. The techniques for conducting a feasibility study for proposed computer applications are studied. Case studies will be used to illustrate the topics.

Prerequisite: EDP 152-3 or computer course preferred.

EDP 256-3 Managerial Computer Applications

Increasingly, management utilizes the computer to apply Management Science techniques in the analysis of business problems. In this course the student will examine advanced applications through the use of pre-programmed computer packages. The topics will include critical path, linear programming, simulation, and forecasting. Case studies will add to the student's comprehension of these topics.

Prerequisite: At least one computer course.

(3,3) L

(3,3)L

(3,1)

(3,1)

(3,0)

(3.0)

(3,3)

(3,3)L

EDP 257-3 Management Information Systems

The objective of this course is to provide a comprehensive framework for those seeking an understanding of management information systems (MIS) and their utilization in business, industry and government. As a pragmatic course it will help students to realize the potentials and limitations of MIS. Several real life cases will be studied to emphasize the major topics. (3.0)

NOTE: See also Computing Science courses listed under Mathematics.

ENGLISH

ENGL 151-3 Effective Communication 1

A course in communication for career students that emphasizes report writing. Students will be given extensive practice in planning technical and business reports, writing clear and concise English, gathering information from libraries, questionnaires, and interviews, and presenting reports in the proper format.

ENGL 152-3 Effective Communication 11

A continuation of Engl 151-3. Some additional practice in letter writing, speaking, and audio-visual communications will be provided. Prerequisites: Engl 151-3 (3,0)

MATH

MATH 154-3 Mathematics of Finance

An introductory course including simple interest, simple discount, compound interest, annuities, amortization, sinking funds, depreciation, and bonds. (3.0)

MATH 157-3	An Intr	oductio	on to Busine	ss Statistics		(-	,
					-		

This course is an introduction to statistics as they apply to business. (3,0)

PSYCHOLOGY

PSYC 151-3 General Psychology 1

This general survey course includes topics such as a brief history of psychology, elementary experimental design, the nervous system, sensation and perception, learning motivation, and emotion. (3,0)

PSYC 152-3 General Psychology 11

Topics include thinking, language, intelligence and intelligence testing, personality theories and assessment, mental health, behavioural disorders and social psychology. Prerequisite: Psyc 151-3 (3,0)

CONSTRUCTION TECHNOLOGY

Graduates of this program should expect to enter the construction industry in a junior capacity such as assistant to an estimator or to a project supervisor. Promotion to supervisory positions will require considerable work experience. Opportunities may be available for graduates to work as building inspectors or as surveyors.

The course of study includes: construction materials (soils, concrete, wood, steel, plastics), drafting and blueprint reading, effective communication, surveying, estimating, construction law, and management operations. Relevant building regulations and building codes will be covered throughout the course.

Students are encouraged to find employment in the construction industry between the second and third semesters for on-the-job experience. This will assist the student in finding permanent employment after graduation.

The Construction Technology program was designed with the assistance and cooperation of the Prince George branch of The

Construction Association of British Columbia and members of the Construction Technology Advisory Committee. The program is constantly being reviewed to ensure that course content relates directly to contemporary construction techniques.

Admission Requirements: Grade 12 or equivalent. It would be to the student's advantage to have completed Secondary School courses in Construction, Technology, Math or Science.

THE PROGRAM

(3,0)

SEMESTER 1	
Introduction to the Construction Industry	CONS 150-2
Material and Applications I	CONS 151-3
Drafting Fundamentals	DRAF 153-3
Effective Communication I	ENGL 151-3
Basic Mathematics	MATH 150-3
Surveying I	SURV 150-3
Business Fundamentals I	BUS 153-3
SEMESTER 2	
Drafting and Interpretation	DRAF 154-3
Materials and Applications II	CONS 152-3
Construction Science II	CONS 161-3
Effective Communication II	ENGL 152-3
Surveying II	SURV 151-3
Technical Mathematics	MATH 151-3
SEMESTER 3	
Summer Essay	CONS 270-1
Construction Strength and Design I	CONS 271-3
Estimating and Bidding I	CONS 261-3
Construction Science II	CONS 263-3
Construction and Law	CONS 265-3
Roads and Excavations	CONS 266-3
Construction Project I	CONS 272-2
Plus: One elective from:	
Industrial Relations	BUS 277-3
Data Processing Fundamentals	EDP 151-3
Organizational Behaviour	BUS 274-3
SEMESTER 4	
Estimating and Bidding II	CONS 262-3
Project Operations	CONS 282-3
Management Operations	CONS 274-3
Building Services	CONS 284-3
Construction Equipment	CONS 283-3
Construction Project II	CONS 273-2
Plus: One elective from:	
Construction Strength and Design II	CONS 281-3
Business Law	BUS 293-3
Computer Programming I	EDP 152-3

Description of all courses follow below.

THE COURSES

BUS 153-3 Business Fundamentals 1

An introduction to Business Management. The course takes a functional overview of business, and discusses finance, marketing and production, as well as areas related to personnel. There is a brief discussion of management and general management concepts, as well as a brief overview of the legal forms of business organizations and bankruptcy law. Basic techniques for problem definition and analysis will be introduced in the course, and the student will start to apply these ideas through the preparation of business cases.

Students are introduced to an ongoing business computer based decision making game which requires application of ideas learned in the course.

(2,2)

(3.0)

BUS 274-3 Organizational Behaviour

A multidimensional approach to understanding the human problems of business organizations. The areas of determinants of behaviour, actual behaviour and the consequences of behaviours are examined in detail with the objective of improving skill at diagnosing behavioural situations. Specific topics include group behaviour, leadership, communication and introduction of change.

BUS 277-3 Industrial Relations

A review of the history and current status of Industrial relations in Canada with particular emphasis on the role assumed by labour unions, management, and government bodies in the collective bargaining process. Grievance procedures, administration of collective agreements, arbitration, mediation, strikes, lockouts and provincial labour codes are discussed in detail along with anti-inflation legislation and the

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resolution of conflict.

BUS 293-3 Business Law

A general survey of business law with emphasis on contract law, sale of goods, methods of securing debts, negotiable instruments, agency, partnership, company law, financial institutions, bankruptcy, tort liability, insurance, labour and welfare legislation and taxation. Prerequisites: First year standing or instructor's permission.

CONSTRUCTION

CONS 150-2 Introduction to the Construction Industry

This course will be primarily field trips and visits to many types and sizes of construction projects. The purpose is to expose students to the many diversified areas in the construction business so that they can relate their course of studies to the practical application. Tours will include the offices and shops of sub-trades, supply houses, and architect's offices. Students will be required to submit reports on each of these trips which will be graded for material content and grammar construction as part of the Eng 151-3 course. (0.2)

CONS 151-3 Materials and Applications 1

In order to plan and supervise a construction job, a person must have detailed knowledge of the materials which are used in today's industry, their costs and how they are used. This course examines soils, concrete, masonry and steel. The lab portion enables students to conduct actual soil tests and to cast concrete test cylinders. (3.2)

CONS 152-3 Materials and Applications 11

This is a continuation of Cons 151-3; wood framing, the many uses of plastics in construction, types of glass, exterior walls, roofing, fire safety and C.S.A. standards are the main topics discussed. The lab session will usually be a trip to a job site to view certain items related to the lectures. Prerequisites: Cons 151-3

CONS 161-3 Construction Science 1

Applications of mechanics to the construction industry. Topics include stress, strain, moments, introductions to design, fluids, work, and energy.

Prerequisites: Math 150-3

CONS 263-3 Construction Science 11

Topics include electricity, heat, sound, light, and other topics related to construction practices. Prerequisites: Cons 161-3

CONS 261-3 Estimating and Bidding I

This course deals with basic fundamentals of building construction estimating; emphasis is on accurate, systematic quantity take-offs. This course will intergrate knowledge and understanding gained during the first two semesters of the Construction program. Prerequisites: Draf 154-3 or permission of instructor.

CONS 262-3 Estimating and Bidding 11

This course applies the techniques learned in Cons 261-3, to prepare a relatively large construction project estimate. The results of this estimate will be used to prepare and submit a bid in accordance with the present practices in the industry. Prerequisite: Cons 261-3.

CONS 265-3 Construction Law

The purpose of the course is to introduce the student to the fundamentals of law, to acquire the basic knowledge of contract law in order to avoid legal problems and to know when advice is necessary. Standard contracts pertaining to the construction industry are also studied. (3.0)

CONS 266-3 Roads and Excavations

This is a study of the engineering methods used to lay out and build good access roads. The students actually lay out, survey and design a road making use of a mass diagram. Proper choice of earthmoving equipment is studied as well as methods used to estimate equipment productivity. The impact of roads on the environment and proper culvert design and installation is emphasized. (3.3)

CONS 270 -1 Summer Essay

A report on the summer's work experience will be required by those entering the third semester. A report outline will be discussed in detail with the students prior to the end of the second semester. This is not a difficult assignment; it is meant to encourage the student to observe and record what happens on a job site. The results of this report will be used later in Cons 282-3.

CONS 271-3 Construction Strength and Design 1

This is an introductory course, utilizing the knowledge gained in Cons 161-3, to design beams, columns, and pin type structures for construction in wood and steel.

Prerequisites: Math 151-3 and Cons 161-3.

(2,2) CONS 272-2 Construction Project 1

This course deals with the practical application of the construction technology by having the students undertake a building project. In this project the students learn the correct methods of using the tools of the construction trades and the interrelation between the building trades. (1.3)L

CONS 273-2 Construction Project 11 A continuation of Cons 272-2.

Prerequisite: Cons 272-2.

(3,0)

(3.0)

(3,2)

(3,2)

(3,2)

(2,2)

(2,2)

CONS 274-3 Management Operations

A study of the operation of a construction company including such items as organization, staffing, evaluation, bookkeeping, cost accounting and cost control. The Critical Path Method is used to study the overall planning, scheduling and costing of a construction project. (3,0)

CONS 281-3 Construction Strength and Design 11

This is a continuation of Con 271-3 using the basic design techniques for design work with reinforced concrete, steel and foundation walls. In addition the building codes are reviewed to show how design work must conform to the given code. Prerequisite: Cons 271-3.

CONS 282-3 Project Operations

An overview of the duties of the superintendent in the role of manager with emphasis on project preplanning, scheduling and communications. The lab portion of the course consists of weekly 2-hour trips to various job sites and a 1 hour discussion or film relating to construction projects. (3,3)

CONS 283-3 Construction Equipment

A study of the economics of equipment costs in relationship to rentals, purchases or dispositions of equipment used in the construction industry. Types of equipment used in the industry are studied with emphasis on the importance of maintenance and equipment components.

CONS 284-3 Building Services

This includes the services that the general contractors supply such as water, sewage and drainage, and the building services that are done by the electrical and mechanical trades electrical heating and air conditioning, plumbing and refrigeration. Prerequisites: Second year standing.

rerequisites. Second year standing.

(3,0)

DRAFTING

DRAF 153-3 Drafting Fundamentals

This course includes the teaching of basic Drafting techniques, as well as the use of the relevant equipment. It is designed to provide a good base for preparation of simple plans and details. (2,2)L

DRAF 154-3 Drafting and Interpretation

A continuation of the Drafting techniques introduced in Draf 153-3 with added work on interpretation of various types of construction plans, schedules, and specifications. Emphasis shall be on interpretation.

Prerequisite: Draf 153-3.

(2,2)

ELECTRONIC DATA PROCESSING

EDP 151-3 Data Processing Fundamentals An introduction to the development of data processing and the perspectives and issues associated with it. An orientation to the computer and an insight into the impact that computers have had on society. An introduction to the solution of problems, using flowcharting and programming of the computer. Laboratory procedures include filing procedures, equipment and systems, and accounting forms and routines in control, purchasing and sales. (3,1)

EDP 152-3 Computer Programming 1

An introduction to the principles of programming. This course concentrates on the RPG 11 programming language, based on a modular learning method, with "hands on" computer experience. Flowcharting, coding, testing, debugging, and documenting several applications of increasing complexity will be included. (3,3)L

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(3,0)

(3,0)

(1,3)L

ENGLISH ENG 151-3 Effective Communication 1

A course in communication for career students that emphasizes report writing. Students will be given extensive practice in planning technical and business reports, writing clear and concise English, gathering information from libraries, questionnaires, and interviews, and presenting reports in the proper format.

ENGL 152-3 Effective Communication 11

A continuation of Engl 151-3. Some additional practice in letter writing, speaking, and audio-visual communications will be provided. Prerequisites: Engl 151-3 (3,0)

MATH

MATH 150-3 Basic Mathematics

A summary of basic mathematics. Topics include arithmetic operations, the use of formulae and tables, algebra, and plane geometry. Students successfully completing this course will receive the letter grade S.

MATH 151-3 Technical Mathematics 1

Topics will be drawn from the following general areas: functions and their graphs, exponents and logarithms, quadratic equations, plane geometry, trigonometry with applications, vector analysis with applications.

Prerequisites: Math 150-3, or permission of the instructor.

SURVEYING

SURV. 150-3 Surveying 1

Basic field surveying methods, notes and their interpretation. Included are the types of surveying instruments and practical use. Measuring distances, levels, traverses and other elements of plane surveying will be covered. The course is intended to familiarize a student with surveying techniques used in construction and road location.

		(1,5)
SURV. 151-3	Surveying 11	

Continuation of Surveying 1 course to learn the surveying techniques used in construction and road location.



DIPLOMA NURSING

The Diploma Nursing Program is designed to prepare graduates as members of the health team to provide comprehensive nursing care for individuals of all ages, and groups of patients who are already within the health care system. The graduate will be able to provide nursing care in general medical-surgical, pediatric, post partum, normal newborn nursery and psychiatric areas. The graduate will have the potential to function in intensive or critical care areas following additional experience, ongoing education and supervision.

The program extends over $2\frac{1}{2}$ years and provides integrated theory and practical experience meeting the requirements of the Registered Nurses' Association of British Columbia in preparation for nurse registration.

Requirements for admission are: Grade 12 or equivalent including Biology 11 and Chemistry 11.

Biology 12 and Chemistry 12 preferred. General academic standing

will be considered when selecting students for admission. Personal interviews may be required.

A medical examination report must be submitted before final acceptance into the program. A chest X-ray and immunization will be required following final acceptance. The health status of the applicant is considered when selecting students for admission.

THE PROGRAM

(3.0)

SEMESTER 1	
Orientation to Nursing	NURS 150-1
Human Anatomy and Physiology 1	BIO 161-3
Effective Communication 1	ENGL 151-3
Health - Its Maintenance & Promotion	NURS 151-8
Introductory Psychology for Nursing	PSYC 161-3
SEMESTER 2	
Human Anatomy and Physiology 11	BIO 162-3
The Adult with Common Interferences	NURS 152-12
Nursing, Past and Present	NURS 160-1
Developmental Psychology for Nurses INTERSESSION 1	PSYC 162-3
Continuation of The Adult with	
Common Interferences	NURS 152-12
Summer Work Session	4 weeks minimum
SEMESTER 3	
The Expanding Family	NURS 261-8
The Child in Health and Illness	NURS 263-8
Medical Ethics and Moral Issues	PHIL 171-3
Canadian Society I	SOC 203-3
SEMESTER 4	
The Professional Nurse	NURS 250-2
Individual Experiencing Psychosocial	
Interferences	NURS 262-8
The Adult with Critical Interferences	NURS 264-8
Canadian Society II	SOC 204-3
INTERSESSION II	
The Individual requiring Intensive Nursing	NURS 290-5
SEMESTER 5	
The Nurse - A Health Team Member	NURS 299-15

Description of all courses follow below.

THE COURSES

BIOLOGY BIO 161-3 Human Anatomy and Physiology

An introduction survey of the structure and function of the organs of man. Laboratory exercises will be closely integrated with the lectures to emphasize the obversity of form and function.

BIO 162-3 Human Anatomy and Physiology II A continuation of Bio 161-3. (3,3)L (3,3)L

ENGLISH

ENGL 151-3 Effective Communication 1

A course in communication for career students that emphasizes report writing. Students will be given extensive practice in planning technical and business reports, writing clear and concise English, gathering information from libraries, questionnaires, and interviews, and presenting reports in the proper format.

(3,0)

NURSING

NURS 150-1 Orientation to Nursing

This course is designed to assist the student in his/her role as a student nurse and a future member of the health team. (1,0)

NURS 151-8 Health - Its Maintenance and Promotion

This course has as its focus health, the means of maintaining and promoting health and simple nursing measures employed when the individual requires minimal assistance in meeting his physiological needs. Clinical experience will be provided through visits to agencies whose focus is promotion and maintenance of health and through experience in a hospital.

(7,8)

NURS 152-12 The Adult with Common Interferences

The course examines the effect illness has on the adult resulting from a common interference with physiological functioning. Nursing intervention will be based on biological and psychosocial sciences and basic nursing theory. Clinical experience will be provided within the hospital on general medical-surgical units and through contact with community agencies.

Prerequisites: Nurs 151-8

NURS 160-1 Nursing, Past and Present

This course examines the historical development of nursing and nursing education and its effect on nursing today. The delivery of health care, legislation related to health care, and pertinent research studies are also discussed. The legal responsibilities of the nurse are explored.

NURS 250-2 The Professional Nurse

(1,0)

(2,0)

(8.14)

(8, 14)

(8, 14)

(8, 14)

(6, 21)

Sem 2 (6,14)

Intersession 1 (10, 14)

This course is designed to assist the student in his/her transition to the role of graduate diploma nurse. Information related to educational and career opportunities, management in nursing and nursing organizations will be included. Prerequisites: NURS 160-1

NURS 261-8 The Expanding Family

The impact of the childbearing experience upon the individual and the family and relevant nursing care is examined. A variety of clinical experiences will be provided within the obstetrical unit of a hospital, with the public health agency and in doctor's offices. Prerequisites: NURS 152-12

NURS 262-8 The Individual Experiencing Psychosocial Interferences

This course examines the impact an interference with psychosocial needs has on the individual and his family. Nursing care relevant to the interferences will be explored. Clinical experience will be provided in mental health units in hospital and in the community. Prerequisites: NURS 261-8 and 263-8, PSYC 171-3.

NURS 263-8 The Child in Health and Illness

The maintenance and promotion of health of the child and the impact of illness and/or handicap on a child and his family is examined. Nursing care relevant to interferences with normal needs will be explored. Clinical experience will be provided on a pediatric unit in hospital and through other community agencies. Prerequisites: NURS 152-12 and PSYC 162-3

NURS 264-8 The Adult with Critical Interferences

This course examines the impact of critical interferences on the adult and his family. Nursing care relevant to the needs of the individual experiencing a critical illness will be examined. Clinical experience will be provided within a hospital in general medical-surgical units and in specialized areas.

Prerequisites: NURS 261-8 and 263-8.

NURS 290-5 The Individual Requiring Intensive Nursing

The focus of this course is on the individual from any age group who requires intensive nursing care. Clinical experience will be provided within the hospital setting on any patient care unit. Prerequisites: NURS 262-8 and 264-8.

NURS 299-15 The Nurse - A Health Team Member

This course focuses on the role of the nurse in providing care to meet the needs of patients in all age groups who require hospitalization. The clinical experience will focus on organization and the responsibilities of the nurse as a member and potential leader of the nursing team. Prerequisites: Semester 1 and 2 and Intersessions 1 and 2.

PHILOSOPHY

PHIL 171-3 Medical Ethics and Moral Issues

A course designed to explore issues which pose serious ethical and moral questions for health care workers. Examples to be studied include euthanasia, population control, and medical research and experimentation on human beings. (3,0)

PSYCHOLOGY

PSYC 161-3 Introductory Psychology for Nursing

A general introduction to selected topics in psychology such as methodology, learning, behavioural technology, memory, motivation, emotion, human sexuality, personality theory, and intelligence. The adequacy of empirical investigation in the above areas is examined. (3.0)

PSYC 162-3 Developmental Psychology for Nurses

The psychological development of the human being from conception through senescence. Includes the cognitive, psychomotor, social and

emotional aspects of development. Prerequisite: Psyc 161-3.

SOCIOLOGY

SOC 203-3 Canadian Society 1

A detailed sociological, anthropological, and literary analysis of Canadian society, including such topics as occupations, social classes, social groups, authority and polotical behaviour, social stratification, and deviant behaviour.

SOC 204-3 Canadian Society 11

Sociological perspectives on social problems in modern Canadian society; issues of current social conflict and controversy in such areas as race and ethnic relations, social disorganization, politics, and national identity.

Prerequisite: Soc 203-3.

(3,0)

(3,0)



FOREST RESOURCE TECHNOLOGY

The Forest Resource Technology program provides a technical training in the harvesting and management of timber crops - B.C.'s major industry. Timber is a renewable resource which requires intense control measures to protect the crop from fire, insects, and disease. The management of timber requires a knowledge of tree nursery, planting, and site preparation techniques. The final harvesting of the timber requires highly qualified technicians to guarantee minimum costs and sustained yield in the future. Land management for the best use of all resources is stressed in the program.

Specific job opportunities for graduates of this program include timber appraisers, road foremen, logging foremen, forest engineering technicians, research assistants; and in the Forest Service as Assistant Rangers, nursery technicians, and fire protection officers.

Students seeking careers in technology should realize that the work is out-doors most of the year and that all conditions of weather will be encountered.

Admission requirements: Grade 12 or equivalent Math 11 or Algebra 11 required. Students will benefit if they have studied Biology 11, Biology 12, Math 12, Geography 12, Forestry 11, Chemistry 11, and Physics 11. Mature students who have not completed Grade 12 but with two or more years experience in forestry may be admitted.

THE PROGRAM

FOR 150-3
FOR 153-3
FOR 155-3
FOR 161-3
FOR 165-3
FOR 171-3
FOR 173-2
ENGL 151-3
MATH 150-3
PYSC 157-1

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SEMESTER 2	
Forest Products II	FOR 154-3
Forest Science II	FOR 156-3
Forest Measurements II	FOR 162-3
Fire Control II	FOR 166-3
Photogrammetry II	FOR 172-3
Forest Drafting II	FOR 174-2
Field School	FOR 199-3
Effective Communication II	ENGL 152-3
Technical Mathematics	MATH 151-3
Industrial Psychology & Human Relations II	PSYC 158-1*
*May be run concurrently with Pysc 157-1 in S	emester 1.
SEMESTER 3	
Forest Management I	FOR 251-3
Silviculture I	FOR 253-3
Forest Entomology	FOR 255-3
Applied Sampling - Special Field Project	FOR 260-3

FOR 260-3
FOR 261-3
FOR 267-1
FOR 270-1
FOR 281-3
FOR 285-3
FOR 287-3
FOR 252-3
FOR 254-3
FOR 256-3
FOR 262-3
FOR 268-1
FOR 282 -3
FOR 286-3
FOR 288-3
FOR 299-3

NOTE: Forest Resource Technology students are responsible for the fees associated with the B.C. Interior Log Scaler's examination. (Fourth Semester) 1978 Examination Fees \$25.

THE COURSES

ENGLISH

ENGL 151-3 Effective Communication 1

A course in communication for career students that emphasizes report writing. Students will be given extensive practice in planning technical and business reports, writing clear and concise English, gathering information from libraries, questionnaires, and interviews, and presenting reports in the proper format.

ENGL 152-3 Effective Communication 11

A continuation of Engl 151-3. Some additional practice in letter writing, speaking, and audio-visual communications will be provided. Prerequisites: Engl 151-3 (3,0)

FORESTRY

FOR 150-3 Forestry Orientation

This two week course is designed to introduce the student to the basic concepts of forest technology. Emphasis is placed on survival first aid, water safety, mechanical equipment uses and maintenance, safe working practices and field trips relevant to the program.

FOR 153-3 Forest Products 1

The major topics in this course are sawmilling and pulping. The Sawmilling portion emphasizes Central Interior systems and in particular small log sawing methods used in the production of kiln dried dimension lumber. The pulping portion of this course will deal with the Kraft or sulphate process plus a brief introduction to other pulping methods. Microscopic indentification of commercial woods is covered in the laboratory sections. (2,2)L

FOR 154-3 Forest Products 11

The manufacture of minor forest products such as shingles, hardboards, particle boards, etc., plus specialty products are covered in this course. More specific detail is provided on veneer, plywood, and paper manufacture. This course will also cover the microscopic indentification of commercial woods. Prerequisites: For 153-3 and 155-3.

FOR 155-3 Forest Science 1 This course introduces the student to the broad field of forestry and forest management with emphasis on forestry concepts and terminology, the forest tenure system in B.C., and the importance of

the forest industry. Most of the semester is spent on dendrology, with emphasis on indentification of B.C. trees and plant indicators, silvics of B.C. trees and autecology (factors effecting tree growth). Also covered are Forest Regions of Canada and the Biogeoclimatic zones of B.C.

(2,2)L FOR 156-3 Forest Science 11

In the second semester, emphasis is on botany, with a general review of the plant kingdom (with particular reference to forest ecosystems) and basic plant anatomy and physiology (with emphasis on tree structure, growth, and reproduction). This is followed by forest site, range botany and basic soils. The forest science course is basic to most second year courses in Forest Resource Technology. Prerequisites: For 155-3.

FOR 161-3 Forest Measurements 1

A field-oriented course involving the theory and practice of forestsampling and log scaling procedures, the study of surveying instruments and the development of skills in their use. Field notekeeping, mapping and drafting are given special emphasis. The construction and use of tables and graphic techniques both for reference and summarization of data is emphasized.

FOR 162-3 Forest Measurements 11

Statistics and their application to Control Sampling error. Methods of volume and data compilations. Extensive field application of sampling and surveying procedures, with emphasis on notekeeping, accuracy, and completion of forest type and contour maps. Prerequisites: For 161-3, 171-3 and 173-2.

FOR 165-3 Fire Control 1

Fire behaviour as it is affected by weather, topography and fuel types. Weather instruments, fire weather and the Canadian Fire Weather Index System are studied in detail to understand fire management concepts. Slash burning techniques, use of water and fire pumps, domestic and industrial fire fighting methods are also included. Wood safety is stressed throughout this course. (2,2)L

FOR 166-3 Fire Control 11

Fire suppression techniques, including use of water, bulldozers, skidders, rotary and fixed wing aircraft, air tankers and chemical retardants. Initial attack and fire crew organization, detection, communications and presuppression planning are covered in detail. Part IX of the Forest Act and Regulations are covered. Fire suppression methods and concepts are studied through fire simulation exercise. Prerequisites: For 165-3. (2,2)L

FOR 171-3 Photgrammetry 1

Photogrammetry involves the interpretation of information from air photographs. The mathematics necessary to read distances, areas and tree heights forms a major part of the course. Mapping and the specialized instruments required for this purpose are studied. The development of drafting skills is also emphasized.

FOR 172-3 Photogrammetry 11

For 172-3 emphasizes the use of photographs in mapping, value estimation, logging layout, and forest protection. Drafting skills are further developed.

Prerequisites: For 171-3

(1,3)L

FOR 173-2 Forest Drafting 1 This course introduces the student to basic drafting skills, printing, the use of lettering guides and symbols, mapping for logging production, and the use of photographs for updating maps. (1,2)L

FOR 174-2 Forest Drafting 11

Three main drafting assignments involving logging layout, road profiling and timber bridge design will be given in the second term. This course is developed to complement the Photogrammetry course (For 172-3) which is taught concurrently. Prerequisites: For 173-2

(1.2)L

FOR 199-3 Field School A two week field trip to the coast forest region in Vancouver and Vancouver Island. Highlights of the trip will include research facilities both within the B.C. and Federal Governments, forest nurseries, U.B.C., coastal logging operations, sawmills and specialty mills.

FOR 251-3 Forest Management 1

An overview of forest management in B.C. with emphasis on the Central Interior. Topics covered are managment history, forms of tenure

(3.0)

(0,3)

(1.3)L

(2,2)L

(3,3)L

(3,4)L

and administration, utilization, inventory, sustained yield principles and allowable cut calculations. The Forest Act, organization of the B.C. Forest Service, and forest product companies are also examined. (2.2)

FOR 252-3 Forest Management II

Emphasis is placed on integrated resource management of forest lands. Topics covered are: land use planning, hydrology, fish and wildlife, range management, recreation and their interreaction with forest harvesting. A resource folio is compiled covering an actual forest area in conjunction with other courses. Prerequisites: For 251-3.

FOR 253-3 Silviculture I

(2,3)L

(2,3)L

Silviculture is the application of basic tree biology to the growing, harvesting and reproduction of trees. The student will concentrate on silvics, forest soils, basic forest ecology, and the ecological classification of B.C. (Krajina's Biogeoclimatic Zones). Lab excercises will include regeneration surveys, planting practices, survival assessment and plant indicators.

Prerequisites: For 156-3, For 162-3, For 166-3, For 174-2.

FOR 254-3 Silviculture II

This is a continuation of the basics covered in For 253-3. Topics will include tree seed, direct seeding, site preparation, planting, nursery practices, site assessment, cultural practices, tree improvement, silvicultural systems, and the ecological impact of forestry practices. Emphasis will be on the basic field skills required to cope with the accelerated reforestation program in B.C. A three-day course on pesticides will lead to the "Pesticide Applicator's Certificate". Prerequisites: For 253-3.

FOR 255-3 Forest Entomology

(3,2)L

(2,2)L

The student will obtain a practical working knowledge of insect and disease agencies which affect forest trees. The first semester will concentrate on the habits and economic significance of the most important insect pests in B.C. Stress will be placed on detection, evaluation of damage and control measures, including the effects of forestry practices on insect populations.

Prerequisites: For 156-3.

FOR 256-3 Forest Pathology

Concentration of forest diseases, covering causes of diseases, development of infectious diseases, and typical life histories. The most important diseases of B.C. will be studied, with emphasis on recognition, life histories and damage. Other topics to be covered are mistle toe, marine borers, pathological indicators of decay and introduced pests.

Prerequisities: For 156-3, For 255-3.

(2,2)

(0,3)

(1,3)L

(1,0)

FOR 260-3 Applied Sampling - Special Field Project An extensive full-time six day field project covering a cruise design and applying the latest techniques in sampling.

Prerequisites: For 162-3, For 172-3, For 174-2, Math 155-3.

FOR 261-3 Applied Sampling - Compilations

Compilation of the field work from For 260-3 using mapping procedures to develop industrial and/or Forest Service operational cruise maps and cruise reports. Introduction to Fortran coding for computer volume printout. Aerial photogrammetry program involves procedures, aerial photogrammetry and compilation of photo mosaics. Prerequisites: For 162-3, For 172-3, For 174-2, Math 155-3, For 260-3. (1.3)L

FOR 262-3 Log Scaling

A course designed to give the student familiarity with common boardfoot scaling rules, regulations governing scaling in B.C., and detailed approach to firmwood, cubic and weight scaling as practised in the Interior of B.C. At the completion of the course each student can write the B.C. Forest Service Scaling Exam for the Interior to qualify for this scaling licence. Prerequisites: For 162-3 and 156-3.

FOR 267-1 Human and Public Relations in Forestry

The essential topics in this course are the development and discussion of management and supervisory skills, methods by which the private, public and corporate structures relate to people, the media and factors affecting management - employee relations.

Prerequisites: First and second semester Forest Technology.

FOR 268-1 Industrial Relations in Forestry

This course covers the history of unions in the B.C. Forest Industry, the structure and function of the International Woodworkers

of America and the Teamster's Unions, Union-Management agreements and relations, negotiations, arbitrations, and strike action. Union membership and good safety practises are also important topics.

Prerequisites: First and second semester Forest Technology.

FOR 270-1 Summer Technical Report

Students entering second year will submit a technical report on their summer experience, or, failing employment in the forest industry, on a subject authorized by the Forestry faculty. This assignment is due no later than September 30. Specification for the essay will be discussed with students prior to the conclusion of the first term. Prerequisites: Engl 151-3, Engl 152-3.

FOR 281-3 Forest Finance I

An overview of stock and bond marketing as related to financing business enterprise. Basics of cost, price and value are related to cost accounting, operating and financial statements. Practical examples of forest industry statements and costing methods are used throughout this course.

Prerequisites: Math 151-3, For 153-3.

FOR 282-3 Forest Finance II

A continuation of For 281-3 with an emphasis placed on practice of methods and concepts previously developed. Major topics are breakeven determination, inventory, stumpage appraisals critical path method, interest and discount. A logging production and cost budget with inventory flow is developed as part of the harvesting plan in For 252-3. Prerequisites: For 281-3. (2,2)L

FOR 285-3 Roads and Transportation

Basic engineering design criteria applicable to the layout and construction of forest roads with special emphasis on road standards, horizontal and vertical alignment parameters, and drainage problems. Prerequisites: Math 151-3, For 162-3, For 174-2. (3,3)L

FOR 286-3 Roads and Transportation II

Land and water transportation of primary forest products, the basic engineering principles of timber bridge construction and road contruction techniques with emphasis on equipment application. Prerequisites: For 285-3.

FOR 287-3 Logging I

An introduction to logging methods with emphasis on the principles and methods of logging layout, logging guide lines and their importance, safety management, budget, and cost control. Prerequisites: For 162-3

FOR 288-3 Logging II

Logging 11 is a continuation of the Logging 1 course proceeding to the affect of the cutting systems on logging methods, description of coast logging and transportation systems with a review of the logging guidelines for coastal operations. Components and maintenance of logging equipment are discussed. Prerequisites: For 287-3

FOR 299-3 Spring Field School

Students completing the second year program will select optional projects related to their own specific interest areas. Certain projects may be mandatory. This course covers a two week period.

MATH

Math 150-3 Basic Mathematics

A summary of basic mathematics. Topics include arithmetic operations, the use of formulae and tables, alegebra, and plane geometry. Students successfully completing this course will receive the letter grade S. (3.0)

MATH 151-3 Technical Mathematics I

Topics will be drawn from the following general areas: functions and their graphs, exponents and logarithms, quadratic equations, plane geometry, trigonometry with applications, vector analysis with applications.

Prerequisites: Math 150-3, or permission of the instructor.

PSYCHOLOGY

PSYC 157-1 Industrial Psychology and Human Relations I

This course deals with selected components of psychology from the perspective of the principles involved. Topics include: communication, motivation, needs, satisfaction of needs, frustration, conflict, personality, personality assessment, and psychological testing. (1,0)

(3,3)L

(2,3)

(2,2)

(3,0)

(1,0)

(1,0)

(2.2)L

PSYC 158-1 Industrial Psychology and Human Relations II

Industrial psychology from the perspective of the principles involved, the underlying psychological components and the ethical nature of their application. Topics covered include: social psychology, organizations, supervision and labor-management relations. Prerequisites: Psyc 157-1.

(1,0)



MEDICAL LABORATORY TECHNOLOGY

Students in the Medical Laboratory Technology program will, after successfully completing their year at CNC, transfer to B.C.I.T. for their second year. A third year must then be spent in a hospital approved as a training establishment by the Canadian Medical Association. Students must then write the Examination of the Canadian Society of Laboratory Technologists.

Successful graduates of the Medical Laboratory Technology program will have a large variety of positions available to them, in research laboratories, clinical laboratories, hospitals, and government agencies. Admission requirements: Grade 12, including Mathematics 12, Chemistry 11, Biology 11, Physics 11. Students with Chemistry 12 and Biology 12 will be given admission priority.

General Requirements: A demonstrated interest in lab science studies. A medical, and eye examination. Interviews may be required.

THE PROGRAM

SEMESTER 1	
Effective Communication I	ENGL 151-3, 101-3, 102-3
	or 103-3
Medical Lab Technology Mathematics I	MATH 161-3
Introduction to Statistics	MATH 104-3
Introduction to Chemistry I	CHEM 103-3
General Physics I	PHYS 105-3
Human Anatomy and Physiology I	BIO 161-3
Medical Laboratory Orientation I	MLT 151-3
SEMESTER 2	
Effective Communication II	ENGL 152-3, 101-3, 102-3
	or 103-3
	(if credit has already been
	granted for one of 101-3,
	or 102-3, then option is limited
	to the remaining two courses).
Medical Lab Technology Mathematics II	MATH 162-3
Chemistry for Medical Lab Technologists	CHEM 154-3
General Physics II	PHYS IU6-3
Human Anatomy and Physiology II	BIU 162-3
Medical Laboratory Orientation II	ML1 152-3
INTERSESSION (May - June)	
Introduction to Data Processing for	
Medical Lab Technologists	EDP 157-3
Fundamentals of Immunology	BIO 163-3
Description of all courses listed below.	

THE COURSES

BIOLOGY

BIO 161-3 Human Anatomy and Physiology

An introduction survey of the structure and function of the organs of man. Laboratory exercises will be closely integrated with the lectures to emphasize the obversity of form and function. (3,3)L

BIO 162-3 Human Anatomy and Physiology II A continuation of Bio 161-3. (3,3)L

BIO 163-3 Fundamentals of Immunology

Principles of Immunology with emphasis on medical laboratory application. Topics covered include antigen-antibody reactions, hypersensitive states and autoimmune diseases. (2,1)L

CHEMISTRY

CHEM 103-3 Introduction to Chemistry I

With Chem 104-3, this course constitutes a first-year course for students without Chemistry 12. The course is primarily intended for students whose major areas such as forestry, home economics, etc., require 1 or 2 years of chemistry. The topics to be discussed include: chemical calculations, pH and equilibrium, and oxidation and reduction.

Prerequisites: Chemistry 11 or permission of instructor.

CHEM 154-3 Chemistry for Medical Lab

Analytical, organic, and biological chemistry for medical lab technology students. Prerequisite: Chem 103-3.

(3,3)L

(3,3)L

(3.0)

(3,0)

(3,0)

(3,0)

ELECTRONIC DATA PROCESSING

EDP 157-3 Introduction to Data Processing for Medical Lab Technologists Data Processing functions are taught and practised on unit record equipment. Computer programming fundamentals, flowcharting, and solution algorithms are taught. Students will write and test programs. (3,3)L

ENGLISH

ENGL 101-3 Literature and Composition I

A study of the 20th Century short story and drama, and a consideration of current language practices, together with a program of writing. (3,0)

ENGL 102-3 Literature and Composition II

Reading of 20th Century poetry and novels, a study of the principles of composition, and a program of student writing.

ENGL 103-3 Composition and Style

A study of grammar, composition, and style. Students are required to submit at least five essays plus a variety of writing assignments or exercises dealing with specific problems in essay writing.

ENGL 151-3 Effective Communication I

A course in communication for career students that emphasizes report writing. Students will be given extensive practice in planning technical and business reports, writing clear and concise English, gathering information from libraries, questionnaires, and interviews, and presenting reports in the proper format.

ENGL 152-3 Effective Communication II

A continuation of Engl 151-3. Some additional practice in letter writing, speaking, and audio-visual communications will be provided. Prerequisites: Engl 151-3

MATH

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MATH 104-3 Introduction to Statistics

Descriptive statistics, elementary probability theory, statistical inference and the practical application of these topics are emphasized. (3,0)

MATH 161-3 Medical Lab Technology Mathematics I

Fast review of algebra, linear and quadratic equations, systems of equations, function, logarithms, logarithmic and exponential functions with applications. The use of electronic calculators. Prerequisites: Math 12.

MATH 162-3 Medical Lab Technology Mathematics II (3,0)

Graphs, slopes, the derivative, techniques of differentiation, integrals, techniques, simple differential equations, med lab applications. Prerequisites: Math 161-3.

MEDICAL LABORATORY TECHNOLOGY

MLT 151-3 Medical Laboratory Orientation I

A critical review of the basic theory and use of microscopes, balances, certifuges and other laboratory instruments. Corequisites: Phys 105-3, Chem 103-3, Math 161-3,

MLT 152-3 Medical Laboratory Orientation II

A continuation of MLT 151-3 with emphasis on use and care of precision instruments in volumetric analysis, etc. Prerequisites: MLT 151-3.

Corequisites: Phys 106-3, Chem 154-3, Math 162-3.

(2,1)

(2,1)

(3,0)

ARTS & SCIENCE PROGRAMS

ADMISSIONS

ADMISSION REQUIREMENTS

Students eligible for admission are those who satisfy specific course or program prerequisites and

- a) have graduated from a B.C. Secondary school or equivalent or
- b) are deficient in no more than two courses for B.C. Secondary School graduation (which may be required to be completed while attending College), or
- c) are over 19 years of age on the first day of the semester for which admission is sought and have been out of the regular school system for at least one year and whose maturity and experience demonstrate they will be able to succeed in College courses, or
- d) will complete grade 11 in the year in which they are applying for admission, and wish to be considered as "Early Admission" candidates. Admission in this category will only be granted to students with an outstanding record.

ADMISSION PROCEDURES

- NEW STUDENTS:
- Apply to Student Services office for an application form and attach a copy of your Secondary School or post-secondary transcript.
- NOTE: Secondary School students are urged to apply for admission as early as possible. A statement from the school that completion of subjects in which the student is enrolled will lead to graduation will be accepted in lieu of a transcript and students will be admitted on a conditional basis. The conditional status will be removed when the College receives the official transcript of secondary school grades which should be forwarded as soon as possible.
- (ii) The completed application form, and transcript should be submitted to the College at least two months before the beginning of the semester to which admission is sought. Transcripts must be submitted before admission can be granted.
- (iii) Applications will be processed and students will be notified by mail of their admission to the College.
 Detailed registration information including the date and time for registration will be included with the notice of admission.

FORMER STUDENTS RETURNING TO COLLEGE

- (i) At least one month prior to the beginning of the semester in which you wish to enroll contact the Registrar and request a notice of admission and permission to register.
- (ii) Consult a counsellor about appropriate courses. Detailed registration information will be sent to you with the notice of admission.

REGISTRATION

Students should register at the time indicated on their Notice of Admission.

Students will not be admitted to the registration area at times earlier than those indicated on their Notice of Admission. Registration is not complete until all fees have been paid.

ENGLISH PLACEMENT TEST

All students making application to CNC must present English Placement Test scores to Student Services prior to registration. If students have not written the English Placement Test they should contact Student Services for information regarding this exam.

LATE REGISTRATION

Students who are unable to register at the specified time may register up to two weeks after the first day of classes.

ADMISSION STATUS - Academic

All students are assigned an academic status. This status is normally determined by the student's previous level of success.

(i) Adequate Status assigned to new students who have completed all formal prerequisites for admission to the College and to continuing students with a current grade point average of 1.5 or higher.

- (ii) Conditional Status assigned to new students who have not submitted transcripts of previous education, or who are required to complete one or two secondary school courses. Students will not normally receive an official transcript until the condition for admission has been satisfied.
- Probationary Status assigned in each of the following situations: to mature students who have not completed secondary school to students whose previous academic achievement cannot be accurately assessed to students whose current grade point average is between 1.00

to students whose current grade point average is between 1.00 and 1.49. Such students may be required to enroll in a reduced course load, and if this is the second consecutive semester when the student's grade point average was between 1.00 and 1.49, may be required to withdraw

- to students admitted as "Early Admission" students
- to students who are not performing at a satisfactory level during a semester
- NOTE: Students assigned probationary status will be required to attend CNC 154-0 Directed Studies.
- NOTE: CNC students with a grade point average of 0.99 or lower will not be permitted to continue in the following semester.
- (iv) Audit Status assigned to students taking a course for interest only. Audit students do not receive grades or credit for courses taken. Priority for admission is given to 'credit' students.

ADVANCE STANDING

Students who have completed post-secondary courses in other institutions may be given credit for these courses at CNC. Such students who plan to transfer to another institution following the completion of a program at CNC are advised to request an equivalent evaluation of these courses from this other institution prior to enrolling at CNC. Following this procedure will avoid complications at the time of transfer. Students with questions on advance standing should consult with a CNC Counsellor well before the beginning of the semester in which they will be registering.

GENERAL INFORMATION

CHANGE OF COURSE OR SECTION

Students contemplating changing courses should consult with a counsellor to avoid enrolling in courses that do not satisfy the requirements for the program they are pursuing. All course and section changes require College approval and will only be permitted during the periods specified in the College Calendar.

PROCEDURE TO FOLLOW WHEN MAKING A CHANGE

- 1. Consult the instructors involved in the change.
- 2. Obtain and complete a Change of Course or Section form available from the Student Services Office.
- 3. Obtain the receiving instructor's signature in case of a course change.
- 4. Obtain a Counsellor's signature.
- 5. Return the form to the Student Services Office.

COLLEGE DIPLOMA

A CNC Diploma is awarded to students who complete either:

The requirements of a College Diploma program of at least four semesters with a pass grade in each specified course and with a cumulative grade point average of 2.0 or higher. OR

A general Studies program of at least four semesters and 60 semester hours of credit with a cumulative grade point average of 2.0 or higher. NOTE:

Students who enroll in a CNC Diploma program with advance credit for courses taken elsewhere must complete a minimum of 15 credit hours of work at CNC, to qualify for a CNC Diploma.

Students who expect to complete the requirements for a Diploma are required to complete an Application for Graduation form available from the Student Services Office.

TRANSCRIPTS

The Official Transcript includes a record of the student's grades for all courses attempted and is imprinted with the College Seal and signed by the Registrar. One transcript is issued to students upon request, free of charge.

Additional copies may be obtained from the Student Services Office. Fee: \$5 for 3 copies. The College will forward transcripts to other institutions or potential employers, etc., only with the specific permission of the student involved.

TRANSFER TO OTHER INSTITUTIONS

Students contemplating transfer to another institution should consult the Calendar of the institution to which they intend to transfer and ensure that their program of studies at CNC will allow for such transfer.

CNC Counsellors will assist students to select courses that will permit easy transfer to other institutions, but the final responsibility for a selection of courses remains with the student.

GRADES

Alphabetic symbols are used to report academic standing. Each grade is assigned a numerical value or grade point, that is used to determine the grade point average.

LETTER		GRADE
GRADE		POINTS
Α	Outstanding achievement	4.0
B +	·	3.5
В	Good achievement	3.0
C+		2.5
С	Satisfactory achievement. The lowest standing on which to base further study in a discipline.	2.0
Р	Standing below that required for further study in a discipline. The student is granted college credit for the course but cannot be granted credit for the course in another institution. Permission is required to continue in a sequential course	1.0
F	Fail. No credit granted	0
ī	Incomplete. Grade and credit withheld until	*
_	all requirements of the course have been met.	
	Will require completion of all required work	
	within 4 weeks of the last day of classes	
	or an "F" grade will be assigned.	
S	Credit granted. Course requirements have been	*
	satisfactorily completed. This grade is	
	assigned where a course is successfully	
	challenged.	
	NOTE: Some institutions will not accept	
	for transfer those courses that have been	
	challenge credit	
т	Advance Standing Credit granted on the basis	
•	of work completed elsewhere.	
w	A 'W' grade will be assigned to those students	
	completing the Withdrawal procedure outlined.	
	and within the time limits specified in the	
	College Calendar.	
х	Audit Status. No credit granted.	*
* Not inclu	ided in the calculation of the grade point average.	
	· · · ·	

GRADE POINT AVERAGE (G.P.A.)

Grade point averages are reported on each Statement of Grades. The transcript includes the cumulative grade point average.

The G.P.A. is the sum of the grade points earned multiplied by the number of credits and divided by the number of credit hours taken.

Example:	Credit	Letter	Grade	Grade Points x
Course	Hours	Grade	Points	Credit Hours
1	3	Α	4	12
2	3	в	3	9
3	4	С	2	8
4	2	Р	1	2
5	3	F	0	0
	15			31

G.P.A. equals 31/15 equals 2.07

REPEATING A COURSE

Courses may be repeated for the purpose of raising grades. Credit will be granted for the higher grade achieved, but both grades will be recorded on the student's permanent record. Students repeating courses must advise the Student Services Office to ensure only the highest grade point is included in the calculation of their G.P.A. Other institutions to which a student might transfer may re-calculate the G.P.A. to include both grades obtained.

STATEMENT OF GRADES

At the end of each semester a Statement of Grades is mailed to each student enrolled in a course for credit.

All obligations relating to fees, library books or fines, rentals, loans, etc. must be met before any Statement of Grades, transcript, certificate or diploma will be released.

CREDIT HOURS

One credit hour usually represents one hour per week of classroom lectures. Most courses offered are three credit courses. As such they require three lecture hours per week, together with required study in laboratories, seminars, or tutorials. A full-time student is normally enrolled in 15 or more credit hours of work each semester.

EVALUATION AND GRADING

To ensure maximum involvement of the student in the learning process, CNC follows a policy of continuous evaluation in determining the grades. There is no single final examination.

FEES

1. Full-time Students (Students enrolled in 15 or more credit hours)

	a)	m-region and other region students
		Tuition \$150 per semester
		I.D./Library Card \$1 per year
		*Lab Fees \$15 per lab (maximum \$30)
		Student Assoc. Fees \$14 per semester
	b)	Out-of-Province Students
	,	Tuition \$200 per semester
		I.D./Library Card \$1 per year
		*Lab Fees \$15 per lab (maximum \$30)
		Student Assoc. Fees \$14 per semester
2.	Pa	rt-time Students (Students enrolled in 9 credit hours or fewer)
	a)	In-region and other region students
		Tuition \$10 per credit hour
		I.D./Library Card \$1 per year
		*Lab Fees \$15 per lab (maximum \$30)
		Student Assoc. Fees \$2.50 per course
	b)	Out-of-Province Students
	,	Tuition \$14 per credit hour
		I.D./Library Card \$1 per year
		*Lab Fees \$15 per lab (maximum \$30)
		Student Assoc. Fees \$2.50 per course
	*C	courses with lab fees are identified in the course description
by	the	letter L following the number in parenthesis.

NOTE: No fees will be charged to Senior Citizens. Audit students will be charged full fees as outlined above.

PAYMENT OF FEES

Tuition, lab fees and Student Assoc. fees are collected each semester at the time of registration. Students who are unable to pay their fees at the time of registration and who are unable to obtain financial assistance from the Financial Aid Officer will not be permitted to register.

MISCELLANEOUS FEES

Grade Appeal	\$5	Locker Rental	2
Duplicate Transcript	5	Duplicate Permission to Register	1
Duplicate Diploma	5	Duplicate Grade Statement	1
Reinstatement Fee	20	Duplicate income tax receipt	1
I.D./Library Card Duplicate	1	•	

NOTE: Some courses may require an assessment for supplies and activities required as part of the course.

ESTIMATED SEMESTER EXPENSES

Full-time students should be aware of the expenses they will incur each semester. Costs can be estimated as follows:

Tuition Fees	\$150	Local transportation	75
Lab Fees (where applicable)		Miscellaneous	225
(maximum \$30)	15	Student Union	14
Books and Supplies	100		\$579

HOUSING AND MAINTENANCE EXPENSES

\$150/month per semester for room and board. (approximate)

REFUNDS

A complete refund of fees is made only when a course or program is cancelled.

SCALE OF WITHDRAWAL REFUNDS:

- a) Withdrawal within two weeks after commencement of classes 80% refund
 b) Withdrawal within four weeks
- b) Withdrawal within four weeks after commencement of classes 50% refund
- Withdrawal more than four weeks after commencement of classes No refund

PROGRAM OFFERINGS (UNIVERSITY TRANSFER)

RECOMMENDED SECONDARY SCHOOL COURSES FOR STUDIES IN:

ARTS -

A language other than English is required for a B.A. degree at U.B.C. only. It may be: French 12 or a foreign language "12" or French 11 or foreign language "11" plus one University year in same language, or Two University years in a language.

EDUCATION

There are no specific secondary school subjects required beyond those necessary for graduation. However, as "education" is usually a combination of "Arts" and teacher education or "Science" and teacher education the requirements of Arts or Science should be met.

SCIENCE -

As students will transfer from CNC to universities, it is suggested that they follow unversity recommendations for Secondary School courses. Some universities require at least one year of a lab science for an arts degree, therefore, it would be helpful for secondary school students to take at least a Science 11.

Some universities require at least one course in History, Geography, Mathematics, and Lab Science. If a student is considering teaching at the elementary level, the above courses should be considered.

Chemistry 11 Physics 11 Mathematics 11 and 12 At least one additional science course numbered "11" or "12".

SUGGESTED FIRST TWO SEMESTERS AT CNC FOR ARTS, COMMERCE, EDUCATION, AND SCIENCE DEGREE PROGRAMS

NOTE: As University prerequisites are subject to revision at the discretion of the individual Universities, University Transfer students are advised to check with a CNC Counsellor prior to course selection.

ARIS (B.A.)	
University of B.C.	Any two of Engl 101-3, 102-3, 103-3. Six semester hours of science (Biology, Chemistry, Physics, Geology, Geography*, Math). Six semester hours of a foreign language. (If a language 12 has been completed in Secondary School, electives may be chosen.) Twelve semester hours of electives chosen from the list at the end of this section. Total 30 Semester Hours Of Credit. * If Geography is selected to satisfy the lab science requirement, it must be Geog 201-3 and 202-3.
University of Victoria	Any two of Engl 101-3, 102-3, 103-3. Twenty-four semester hours of electives chosen from the list at the end of this section. Students are advised to consult the U. of Victoria calendar for information on requirements for majors. Total 30 Semester Hours Of Credit.
Simon Fraser University	Any two of Engl 101-3, 102-3 or 103-3. Twenty-four semester hours of electives chosen from the list at the end of this section. Students are advised to consult the S.F.U. calendar for group requirements. Total 30 Semester Hours Of Credit.

EDUCATION (Elementary) (B.Ed.) Any two of Engl 101-3, 102-3, 103-3. University of Six semester hours social sciences, (Anthro-B.C. pology, Economics, History, Philosophy, Psychology, Sociology). Six semester hours lab sciences (Biology, Chemistry, Physics, Geology, Geography*). Twelve semester hours of University Transfer electives. Total 30 Semester Hours Of Credit. *If Geography is selcted to satisfy the lab science requirement, it must be Geog 201-3 and 202-3. Engl 103-3, and 102-3 or 101-3. Six University of Victoria semester hours of Mathematics. Six semester hours of lab sciences. Two of Geography 101-3, 103-3, History 103-3, 104-3, or Anthropology 101-3, 102-3. Total 30 Semester Hours Of Credit. Engl 101-3 and 102-3. Twenty-four Simon Fraser semester hours of electives chosen from the University list at the end of this section. Consult S.F.U. calendar for requirements. Total 30 Semester Hours Of Credit. EDUCATION (Secondary) (B.Ed.). University of Any two of Engl 101-3, 102-3, 103-3. Twenty-four semester hours of electives and B.C. courses required for academic concentrations or majors. Total 30 Semester Hours Of Credit. University of Any two of Engl 101-3, 102-3, 103-3. Victoria Twenty-four semester hours of electives to satisfy prerequisites for teaching majors. Total 30 Semester Hours Of Credit. Same as S.F.U. elementary program, Simon Fraser University see above. Total 30 Semester Hours Of Credit. COMMERCE AND BUSINESS **ADMINISTRATION (B. Comm)** University of Any two of Engl 101-3, 102-3, 103-3. Math 101-3 and 102-3. Econ 101-3 and B.C. 102-3. Twelve semester hours of electives. (Pre-Commerce) Total 30 Semester Hours Of Credit. University of No program offered. Victoria Simon Fraser Econ 101-3 and 102-3. Math 101-3 and 102-3 (if B.C. Grade 12 Math has not been University completed). Electives including requirements for the B.A. degree. Total 30 Semester Hours Of Credit.

SCIENCE (BSc.)

NOTE: CNC University Transfer science students are advised to check the requirements for a major with a CNC Counsellor.

 University of
 Any two of Engl 101-3, 102-3, 103-3;

 B.C.
 Math 101-3 and 102-3; Chem 101-3 and 102-3 or 103-3 and 104-3; Phys 101-3 and 102-3 or 105-3 and 106-3*. Six semester hours of elective courses.

 Total 30 Semester Hours Of Credit.

University of Victoria

Any two of Engl 101-3, 102-3, 103-3; Math 101-3 and 102-3; Chem 101-3 and 102-3 or 103-3 and 104-3; Phys 101-3 and 102-3 or 105-3 and 106-3*. Six semester hours of elective courses. Total 30 Semester Hours Of Credit. Simon Fraser University Any two of Engl 101-3, 102-3, 103-3; Math 101-3 and 102-3; Chem 101-3 and 102-3 or 103-3 and 104-3. Six semester hours of Biology or Physics; six semester hours of elective courses. Total 30 Semester Hours Of Credit.

• Students taking Phys 105-3, 106-3 must see a CNC Counsellor prior to registration.

SUGGESTED FIRST TWO SEMESTERS AT CNC FOR DEGREE PROGRAMS AT U.B.C.

DEGREE AT U.B.C.	CNC COURSES
Agricultural Sciences	Any two of Engl 101-3, 102-3, 103-3; Bio 101-3 and 102-3; Chem 101-3 and 102-3 or 103-3 and 104-3; Math 101-3 and 102-3. Six semester hours of elective courses.
Applied Science (Engineering)	Two of Engl 101-3, 102-3, 103-3; Math 101-3 and 102-3; Chem 101-3 and 102-3 or 103-3 and 104-3; Phys 101-3 and 102-3. Six semester hours of elective courses.
Architecture	Same as Arts, Science or Applied Science. A degree is normally required as a prerequisite for admission.
Dental Hygiene	Two of Engl 101-3, 102-3, 103-3; Bio 101-3 and 102-3; Chem 101-3 and 102-3 or 103-3 and 104-3; Psyc 101-3 and 102-3. Six semester hours of an Arts or Science elective.
Dentistry	A College student planning ultimately to apply to the Faculty of Dentistry must anticipate three years of study, the first two of which may be taken in college and the third in the Faculty of Science or Arts at U.B.C. CNC students should take the courses outlined in the "Science" program for the first two semesters.
Forestry	Any two of Engl 101-3, 102-3, 103-3; Bio 101-3 and 102-3; Phys 101-3 and 102-3 or 105-3 and 106-3*; Chem 101-3 and 102-3 or 103-3 and 104-3; Math 101-3 and 102-3.
Home Economics	Division of Family Sciences. Any two of Engl 101-3, 102-3, 103-3; Chem 101-3 and 102-3 or 103-3 and 104-3; Bio 101-3 and 102-3; Mathematics 12 or Math 101-3 and 102-3 or 103-3 and 104-3. Six semester hours of electives selected from anthropology, political science, psychology or sociology. Division of Human Nutrition. Two of Engl 101-3, 102-3, 103-3; Chem 101-3, 102-3 or 103-3 and 104-3; Math 101-3 and 102-3; Bio 101-3 and 102-3; Phys 101-3 and 102-3.
Law	Pre-law studies must include, as a minimum, completion of the first three years toward a U.B.C. degree or equivalent. Consult the U.B.C. calendar, Faculty of Law.
Librarianship	The requirement for admission to the School of Librarianship is a bachelor's degree. Consult the requirements for the degree of your choice.
Medicine	A student planning to apply to the Faculty of Medicine must anticipate three years of study, the first two of which may be taken in college and the third in the Faculty of Science or Arts at U.B.C. Students are advised to include the following courses in the first two semesters at CNC. Two of Engl 101-3, 102-3, 103-3; Math 101-3 and 102-3; Chem 101-3 and 102-3 or 103-3 and 104-3; Phys 101-3 and 102-3 or 105-3 and 106-3*: Bio 101-3 and

102-3.

Pharmaceutical Sciences

Physical Education

Recreation

Rehabilitation

Medicine

Social Work Two of Eng 101-3, 102-3, 103-3; Chem 101-3 and 102-3 or 103-3 and 104-3; Math 101-3 and 102-3; Phys 101-3 and 102-3 or 105-3 and 106-3* or Bio 101-3 and 102-3. Six semester hours of non-science electives.

Option A: Non-Science (Designed primarily for students planning to enter the Faculty of Education for a one year teacher's training program).

Two of Engl 101-3, 102-3, 103-3; Bio 101-3 and 102-3. 12 semester hours of approved electives.

Four Physical Education Activity courses. Option B: Science (For students interested in the science disciplines which relate to the study of Physical Education). Two of Engl 101-3, 102-3, 103-3; Chem 101-3 and 102-3 or 103-3 and 104-3; Math 101-3 and 102-3 or 103-3 and 104-3; Phys 101-3 and 102-3 or 105-3 and 106-3* or Psyc 101-3 and 102-3. Four Physical Education Activity courses.

Two of Engl 101-3, 102-3 and 103-3; Psyc 101-3 and 102-3; Bio 101-3 and 102-3; Art 103-3 and 104-3. Two Physical Education Activity courses. Six semester hours of electives.

Two of Engl 101-3, 102-3, 103-3; Bio 101-3 and 102-3; Chem 101-3 and 102-3 and 103-3 and 104-3; Math 101-3 and 102-3 or 103-3 and 104-3. Six semester hours of Arts and Science electives.

NOTE: CNC students are reminded that the Faculty of Rehabilitation Medicine requires transfer students to have a "B" average.

Admission to the Bachelor of Social Work Degree Program will normally follow completion of the first two years of a Bachelor of Arts program. Electives must include: Six semester hours selected from: Econ 201-3 and 202-3; Geog 203-3 and 205-3; Hist 101-3 and 102-3; PoSc 101-3, 102-3 plus six semester hours selected from: Psyc 101-3 and 102-3; Psyc 201-3 and 202-3; Psyc 203-3 and 204-3; Soc 101-3 and 102-3.

*Students taking Phys 105-3, 106-3 must see a CNC Counsellor prior to registration.

N.B. All students intending to pursue a university degree program are strongly advised to see a CNC Counsellor prior to or during registration.



FINE ARTS DIPLOMA PROGRAM

The Fine Arts Diploma program is designed to provide the student with comprehensive instruction in the major areas of art. The program's combination of required and elective courses enables the student both to master a core of knowledge and skills and to pursue areas of personal or special interest.

The program takes a liberal arts approach in order to facilitate high quality education in Art without any unnecessary limiting specializations.

Students may enroll in the Fine Arts Diploma program on a fulltime or part-time basis. However, it is recommended that, in order to maintain continuity of the learning process, students should enroll in Fine Arts courses on a regular basis.

The order in which the student should take specific courses in the program may be governed by the prerequisite requirements specified in the course descriptions. The Fine Arts Diploma requires a total of 60 credit hours distributed as follows:

REQUIRED COURSES*

Design Fundamentals 1	Art 101-3
Design Fundamentals 11	Art 102-3
History of Art 1	Art 103-3
History of Art 11	Art 104-3
Drawing 1	Art 165-3
Drawing 11	Art 166-3
Independent Study 1	Art 281-3
Independent Study 11	Art 282-3
Literature and Composition 1	Engl 101-3
Literature and Composition 11	Engl 102-3
and one of the following pairs of courses:	0
Painting 1	Art 264-3
Painting 11	Art 265-3
or	
Weaving 1	Art 271-3
Weaving 11	Art 272-3

ELECTIVE COURSES*

A minimum of 6 and a maximum of 12 credit hours selected from the following list:

Spinning and Dyeing	Art 161-3
Ceramics 1	Art 163-3
Ceramics 11	Art 164-3
Basic Design in Off-Loom Techniques 1	Art 167-3
Basic Design in Off-Loom Techniques 11	Art 168-3
Sculpture 1	Art 171-3
Sculpture 11	Art 172-3
Creative Photography 1	Art 173-3
Creative Photography 11	Art 174-3
Advanced Weaving 111	Art 273-3
Advanced Weaving 1V	Art 274-3

A minimum of 12 other credit hours of Arts and Science courses.

*Courses in this program are offered subject to demand and availability of resources. Should one of the courses listed above not be offered during a student's period of attendance at the College, then additional electives from the list of Art courses may be substituted.



HUMANITIES PROGRAM

Humanities is a non-disciplinary program based on a reading list of significant works of literature, philosophy, history, etc. The program and reading list are organized around a general theme, but within the program there are no barriers between subject areas. The program is designed to provide the first-year student with comprehensive practice in reading major works intelligently and in thinking, talking, and writing about those works. Considerable emphasis is placed on essay-writing: five major essays per semester are required.

Humanities is team-taught by two or more instructors of different academic specialization. The instructors use both lecture and seminar formats and meet frequently with students on an individual basis to assess progress and help with difficulties.

A limited number of students will be accepted into the Humanities program. The program carries credit for three courses per semester and demands a proportionate amount of student's time. In order to receive credit for a full first year, the student must take two additional regular courses each semester.

Students interested in this program should obtain a more detailed outline from either the counsellors or one of the Humanities instructors. NOTE: The Humanities program is most beneficial to the student who

remains in the program for both semesters (i.e. Hum 101-9 and

102-9). Students who enter the program in the Fall semester are strongly encouraged to commit themselves to remaining in the Humanities program for both Fall and Spring semesters.



ARTS & SCIENCE COURSE DESCRIPTIONS

Each course is identified by a four digit number, for example ANTH 101-3. The first three digits identify the courses, last digit (3 above) indicates the number of credit hours the course carries.

The number in parenthesis at the end of the description indicates the number of lecture hours and lab or seminar hours per week. Thus (3,2) - 3 hours lecture and 2 hours lab or seminar per week. The letter "L" following the parenthesis indicates a Lab fee.

Students may register only in those courses for which they have the specific prerequisite.

All students interested in University Transfer courses should check the transfer guide to ensure courses they are taking at CNC satisfy the requirement of the institution to which they wish to transfer.

NOTE: Detailed course descriptions, including instructor, method of evaluation, text, and the purpose of the courses are available from the Student Services Office.

ANTHROPOLOGY

ANTH 101-3 Cultural & Social Anthropology

A comparative study of cultural institutions and cultural behaviour, including such topics as social structure, folklore, language, art, religion, economics, marriage and family, and politics.

(3,0)

(3,0)

ANTH 102-3 Evolution of Man & Culture

An introductory survey of physical anthropology and archaeology, including such topics as the origins of man and culture, nature of race, and development of culture.

ANTH 201-3 Social Structure 1 - Ethnography

Review of structual functional theory and method. Survey of Structural functional ethnographies and the examination of societies of various

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subsistence bases, geographical milieux, kinship organization, and political structures.

Prerequisites: Anth 101-3, 102-3, or equivalent.

ANTH 202-3 Social Structure 11 - Theory & Method

Examination of major concepts used in structural anthropology (role, social structure, institution, etc.) Use of concepts in comparative work. Examination of research techniques and research problems. Prerequisites: Anth 201-3.

(3,0)

(3,0)



ART

ART 101-3 Design Fundamentals 1

An introductory course in which the student is introduced to various techniques, skills and theory of design. Composition, basic design elements and development from nature are major areas of coverage. Applies mainly to work in two dimensions. (2,4)L

ART 102-3 Design Fundamentals 11

A continuation of Art 101-3. The course progresses with preparation for sculptural form. Use of major sculptural media are combined with technical, conceptual information.

Prerequisites: Art 101-3 or by permission of instructor.

ART 103-3 History of Art 1

The course is designed to familiarize the non-professional as well as the serious art students with the historical concepts that have shaped the current art situation. This introductory course examines the major developments in art from prehistoric to the Gothic.

ART 104-3 History of Art 11

A continued survey of major art developments from neoclassical to the present day. Throughout their studies students consider the implications of world condition, social factors, etc. as they relate to the history of art. Prerequisites: Art 103-3

ART 161-3 Spinning and Dyeing Course includes: carding on hand and drum carder, spinning on spindles and traditional and Indian-style spinning wheels, experimentation with natural and commercial dyes, study and comparison of different spinning fibres, and experiments in blending and spinning novelty fibres.

ART 163-3 Ceramics 1

A general introduction to ceramics. Each student will complete slab built and wheel thrown objects. The emphasis is on the encouragement of creative honest self-expression and good craftsmanship. (2,4)L

ART 164-3 Ceramics 11

A continuation of Art 163-3.

Prerequisites: Art 163-3 or by instructor's permission.

ART 165-3 Drawing 1

This course covers all abrasive and absorbant media building on gesture, line, shape, value, volume, perspective, and conceptual thought. (2,4)L

ART 166-3 Drawing 11

A continued progression of basic drawing through figured anatomical, multiple media, and all major advanced drawing approaches. Prerequisites: Art 165-3 or by instructor's permission. (2,4)L

ART 167-3 Basic Design in Off-Loom Techniques 1

A design course structured around non-loom and primitive fibre manipulation in which students will study design fundamentals and colour theory as applied to textile design. Some areas covered will be finger weaves, knotting, macrame, primitive looms, inkle and basketry forms.

Prerequisite: Art 161-3 or permission of instructor.

(2,4)L

(2,4)L

(0,3)L

(0,3)L

ART 168-3 Basic Design in Off-Loom Weaving Techniques II

A basic design course structured around primitive off-loom techniques. Students will study design fundamentals and colour theory in relation to textiles. They will receive aid and instruction in building and weaving on simple looms. Included will be an historical survey of ancient looms and weaving techniques.

Prerequisite: Art 161-3 or instructor's permission.

ART 171-3 Sculpture 1

A first year course exploring three-dimensional concepts, experiencing new materials and helping students develop their own means of expression.

ART 172-3 Sculpture 11

A continuation of Art 171-3.

Prerequisite: Art 171-3

ART 173-3 Creative Photography I

This introductory course will cover the theory and practical aspects of the black and white medium. Subject matter will include: Camera Handling, the use of interchangeable lenses, filters, flash, etc., basic darkroom procedures such as film processing, contact printing, enlarging, finishing, and display of prints. (2.4)L

ART 174-3 Creative Photography 11

Negative and print quality control, leading to more advanced techniques, pictorial composition, the paper negative, reduction and intensification, toning, the high contrast negative, and solarization. Prerequisite: Art 173-3

(2,4)L

ART 264-3 Painting 1

This course covers all recognized painting preparations and processes. Both water color and oil with some acrylic medium are explored. All available contact to painting is made through use of lectures, movies, slides, and critiques.

Prerequisite: Art 166-3 or by permission of instructor.

(2,4)L

ART 265-3 Painting 11

A continued development from painting basics to an advanced set of constructions and finished paintings. Prerequisite: Art 264-3 or by instructor's permission

ART 271-3 Weaving 1

Weaving on a multi-harness loom. Basic techniques in weaving, designing, and drafting.

Prerequisites: Art 167-3 or Art 168-3.

ART 272-3 Weaving 11

A continuation of Art 271-3, proceeding beyond the fundamentals to a creative exploration of the potential of the multi-harness loom. Prerequisite: Art 271-3

(2.4)L

ART 273-3 Advanced Weaving 111

This course is designed for the experienced weaver who wishes to consolidate skills and experiement with new techniques. The option is available within the course to work towards a Canadian Master's Weaving Certificate or an H.G.A. Certificate of Excellence. Prerequisite: Art 272-3.

(2,4)L

ART 274-3 Advanced Weaving 1V

This is a course designed for the experienced weaver who wishes to explore further the complexities of multi-harness weaving. This course is a continuation of Art 273-3 and explores the possibilities of texture, yarn analysis, and Summer and Winter, Crackle, Huck, Bronsen and Swedish Lace, Rep, and a Warp weaves. Prerequisite: Art 274-3.

(2,4)L

(2,4)L

(3,0)

(2,4)L

(2,4)L

(2,4)L

(3,0)

ART 281-3 Independent Study 1

In cooperation with the instructor the student will plan and execute a major artistic production.

Prerequisite: Completion of all other requirements for the Fine Arts diploma, or the instructor's permission.

ART 282-3 Independent Study 11

A continuation of Art 281-3 that will terminate in an Exhibition. Prerequisite: Art 281-3 and permission of the instructor.

BIOLOGY

BIO 101-3 Biology for Science Majors 1

This course examines the properties of atoms and molecules, cellular respiration, photosynthesis, embryonic development, hormones and physiological mechanisms.

Prerequisites: Biology 11 or Biology 040 and Chemistry 11.

BIO 102-3 Biology for Science Majors 11

Topics in this course include the role of science in society, the geological history of the earth in relation to life, the development of evolutionary theory and genetics. Further, taxonomy, the diversity of organisms and various aspects of social organizations are studied. Prerequisites: Biology 11 or Biology 040 and Chemistry 11.

BIO 103-3 Biology for Non-Majors 1

A general biology course, less rigorous than Bio 101-3, and intended for those students not majoring in sciences. Topics studied are classical and modern genetics, origin of life and evolutionary theory, taxonomy, ecological relationships, and animal behaviour.

BIO 104-3 Biology for Non-Majors 11

Similar in intent to Bio 103-3. Topics covered are ecology, diversity among plants and animals, and economic biology.

BIO 161-3 Human Anatomy and Physiology

An introduction survey of the structure and function of the organs of man. Laboratory exercises will be closely integrated with the lectures to emphasize the obversity of form and function.

BIO 162-3 Human Anatomy and Physiology 11

A continuation of Bio 161-3.

BIO 163-3 Fundamentals of Immunology

Principles of Immunology with emphasis on medical laboratory application. Topics covered include antigen-antibody reactions, hypersensitive states and autoimmune diseases.

BIO 201-3 Cell Structure

Beginning with experimental techniques, this course covers physical and chemical aspects of biological structure in procaryote and eucarote cells as well as in virus particles. Additional topics include cell events (mitosis, meiosis and movement) and correlations of structural diversity with functional specialization.

Prerequisites: Bio 101-3 and 102-3; Chem 101-3 and 102-3 or 103-3 and 104-3.

Corequisites: Chem 203-3

BIO 202-3 Cell Chemistry

An introductory course dealing with the chemical basis of life. This course emphasizes basic life processess; energy conversion, transfer, and storage. Cell structures are discussed from the standpoint of their roles in all aspects of energetics.

Prerequisites: Bio 201-3 Corequisite: Chem 204-3.

BIO 203-3 Introduction to Ecology

The organism and its abiotic and biotic environment will be introduced followed by a more complete analysis of energy flow and the cycles of various organic and inorganic materials. Intraspecific and interspecific relationships or organisms will be developed. An introduction to the biome concept and the influence of man on his environment will be considered.

Prerequisites; Bio 101-3 and 102-3 or Bio 103-3 and 104-3 and first year College Chemistry.

(3,0)

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BIO 204-3 Introduction to Genetics

This introductory course will cover classical genetics, molecular genetics, genetics of populations and human genetics. The use of statistics in genetics will be introduced where applicable.

Prerequisites: Bio 101-3 and 102-3 or Bio 103-3 and 104-3 and first year College Chemistry.

(3,0)

BIO 205-3 Introduction to Microbiology I

An historical perspective of microbiology, followed by topics which will include bacterial cell structure and its relation to function, bacterial growth kintics and a survey of the lower protists. An introduction to virolgy and bacterial metabolism, including environmental factors which affect microbial growth and survival will also be presented. Prerequisites: Bio 101-3 and 102-3. Corequisite: Chem 203-3

(3,3)L

BIO 206-3 Introduction to Microbiology II

This course will include an introduction to the genetics of bacteria and viruses; sporulation as a form of bacterial differentiation; immunology, including both antibody and cellular responses to antigen and an analysis of host-parasite relationships.

Prerequisite: Bio 205-3.

(0,6)L

(0,6)L

(3,3)L

(3,3)L

(3.3)

(3,3)L

(3,3)L

(3,3)L

(2,1)L

(3.0)

(3,0)

Corequisite: Chem 204-3.

BIO 207-3 Comparative Anatomy of Vertebrates

A systematic approach to the comparative anatomy of the vertebrates. Organisms exhibiting a variety of morphological advances will be disected in the laboratory.

Prerequisites: Bio 101-3 and 102-3.

(3,3)

(3,3)

(3,3)L

BIO 208-3 Developmental Biology

A brief introduction to the principles of embryology and a survey of developmental anatomy and physiology of the vertebrates. Prerequisites: Bio 101-3 and 102-3

CHEMISTRY

CHEM 101-3 Fundamentals of Chemistry 1

This course includes thermodynamics, a quantitative discussion of equalibria and ionic solutions, and reaction kinetics. Prerequisites: Chemistry 12 or equivalent.

(3,3)L

CHEM 102-3 Fundamentals of Chemistry 11

A discussion of modern bonding theories and applications to molecular structure, followed by an introduction to organic chemistry and biochemistry.

Prerequisites: Chemistry 12 or equivalent.

(3,3)L

(3,3)L

CHEM 103-3 Introduction to Chemistry 1

With Chem 104-3, this course constitutes a first-year course for students without Chemistry 12. The course is primarily intended for students whose major areas such as foresty, home economics, etc., require 1 or 2 years of chemistry. The topics to be discussed include: chemical calculations, pH and equilibrium, and oxidation and reduction. Prerequisites: Chemistry 11 or permission of instructor.

CHEM 104-3 Introduction to Chemistry 11

With Chem 103-3, this course constitutes a first-year general chemistry course. Topics discussed include bonding, structure and organic chemistry.

Prerequisites: Chemistry 11 or Chem 103-3.

(3,3)L

CHEM 154-3 Chemistry for Medical Lab

Analytical, organic, and biological chemistry for medical lab. technology students. Prerequisites: Chem 103-3.

(3,3)L

CHEM 201-3 Physical Chemistry

This course comprises a discussion of the laws of thermodynamics followed by a treatment of the equilibrium thermodynamics of gases and solutions. Prerequisites: Chem 101-3 or 103-3.

(3,3)L

CHEM 202-3 Inorganic and Coordination Chemistry

The chemistry and structure of coordination compounds are discussed in this course. Quantum mechanics methods and results are introduced.

Prerequisites: Chem 102-3 or 104-3,

CHEM 203-3 Organic Chemistry 1

The course provides an introduction to organic chemistry. A survey of structure and reactivity for the major functional groups is followed by an introduction to analysis and structure determination. A major topic on chirality and conformational analysis is included. Laboratory experience includes an introduction to synthetic methods and infrared spectroscopy.

Prerequisites: Chem 102-3 or 104-3.

(3,3)

CHEM 204-3 Organic Chemistry 11

Mechanism and synthesis are discussed as central themes in organic chemistry. This course surveys substitution, addition, elimination, rearrangement and oxidation-reduction reactions for the functional groups introduced in Chemistry 203. Additional topics in carbonyl and carbohydrate chemistry are included, as is an introduction to nuclear magnetic. resonance. Laboratory experiments provide experience in contempory synthetic methods and gas chromatography. Prerequisite: Chem 203-3.

(3,3)

(3.0)

(3,0)



CLASSICS

CLAS 101-3 Greek Literature in Translation

A study of some of the major works of classical Greek drama, epics, history, and philosophy. (3.0)

CLAS 102-3 Latin Literature in Translation

A study of some of the major works of classical Latin poetry, history, drama, and philosophy.

(3,0)

COMMERCE

COM 201-3 Accounting

An introduction to income determination for accounting purposes including a review of various balance sheet accounts and their relationship to the income statement. Financial statement presentation and analysis are also considered. Students planning to transfer to Commerce at U.B.C. must take this course in their second year.

COMM 203-3 Business Fundamentals

An introductory course concerned with Canadian business. The Canadian business system and environment are covered, as are the major functional and decision areas within the firm (i.e. Finance, Marketing, Personnel, Production, and Management). Lecture and Discussions. Discussions will be on current articles concerning Canadian business, and current Canadian business cases. (3,0)

COMM 207-3 Business Statistics 1

An introduction to probability and statistical inference with applications to Business, Economics, and Industry. Prerequisites: Math 102-3 or Math 103-3 and 104-3.

COMM 208-3 Business Statistics 11

A continuation of Comm 207-3. Prerequisites: Math 207-3 or Comm 207-3.

COMPUTER SCIENCE

See Math 109-3 and Math 110-3 and also Electronic Date Processing Program.

ECONOMICS

ECON 101-3 Introduction to Economics

This course acquaints students with the basic concepts and vocabulary of economics. Areas of study include money, inflation, fullemployment, investment, business cycles, pricing and costs. (3,0)

ECON 102-3 Canadian Economics Issues

This course reviews current issues. Some of the topics are taxation, governmental economic policies, domestic and foreign investment, foreign trade problems and labour. Readings in current periodicals, publications of the Economic Council of Canada, current statistical publications, and other assigned readings form part of the material in this course.

Prerequisite: Econ 101-3 or permission of the instructor. (3,0)

ECON 111-3 Economic History 1

A study of Economic History up to the Industrial Revolution.

ECON 112-3 Economic History II

A study of economic history from the Industrial Revolution to the present. (3.3)

ECON 151-3 Introduction to Economics

The basic concepts and vocabulary of economics. Areas of study include money, inflation, full-employment, investment, business cycles, pricing and costs.

(3,0)

(3,0)

ECON 152-3 Canadian Economic Issues

This course reviews current issues. Some of the topics are taxation, governmental economic policies, domestic and foreign investment, foreign trade problems and labor. Readings in current periodicals, publications of the Economic Council of Canada, current statistical publications, and other assigned readings form part of the material in this course. Prerequisties: Econ 151-3 or permission of instructor.

(3,0)

ECON 201-3 Principles of Economics - Macroeconomics

This course explores the forces affecting an economy. The motivations and interactions of households, the business sector, government, and foreign sectors are emphasized. The role of money in a modern economy is dealt with at length. Prerequisite: First year Math.

(3,0)

ECON 202-3 Principles of Economics - Microeconomics

An examination of the concepts in the words "demand and supply". Components of demand by both firms and households are analyzed. A theory of pricing in different market structures is developed in conjunction with the derivation of costs to firms. Prerequisite: First year Math.

(3,0)

ENGLISH

ENGL 055-0 Remedial English

This course is intended for students needing remedial instruction in the basics of English writing skills. The course shall provide a systematic review of English grammar as well as an introduction to the expository essay and other prose styles. Short papers will be assigned weekly and shall serve as the major focus of course content.

ENGL 101-3 Literature and Compositon 1

A study of the 20th Century short story and drama, and a consideration of current language practices, together with a program of writing. (3.0)

ENGL 102-3 Literature and Composition 11

Reading of 20th Centruy poetry and novels, a study of the principles of composition, and a program of student writing.

(3,0)

ENGL 103-3 Composition and Style

A study of grammar, compostion, and style. Students are required to submit at least five essays plus a variety of writing assignments or exercises dealing with specific problems in essay writing.

ENGL 151-3 Effective Communication 1

A course in communication for career students that emphasizes report writing. Students will be given extensive practice in planning technical and business reports, writing clear and concise English, gathering information from libraries, questionnaires, and interviews, and presenting reports in the proper format.

(3,0)

ENGL 152-3 Effective Communication 11

A continuation of Engl 151-3. Some additional practice in letter writing, speaking, and audio-visual communications will be provided. Prerequisites: Engl 151-3 (3,0)



ENGL 165-3 Creative Printing I

Engl 165-3 is a workshop course designed to acquaint the student with the principles and fundamentals of letterpress printing.

	(0,3)
ENGL 166-3 Creative Printing 11	
A continuation of Engl 165-3.	
Prerequisites: Engl 165-3 or permission of instructor.	
· · ·	(0,3)

ENGL 201-3 English Literature, 1350 -1688

A survey of English Literature from Chaucer to Milton based on a selection of poetry from major authors. Students are asked to submit at least three essays on literary topics.

Prerequisites: Two of Engl 101-3, 102-3, 103-3.

ENGL 202-3 English Literature, 1688-1900

A survey of English Literature from Dryden to Hopkins based on a selction of works from major authors. Students will submit at least three essays on literary topics. Prerequisites: Two of Engl 101-3, 102-3,103-3.

ENGL 203-3 Canadian Literature 1

An introduction to the study of Canadian Literature involving writers from the beginning to the 1940's. Journals, poetry, fiction, and satire will be included.

Prerequisites: Two of Engl 101-3, 102-3, 103-3.

ENGL 204-3 Canadian Literature 11

A study of the development of poetry, fiction, drama, essays, biography, and satire from 1940 to the present.

Prerequisites: Two of Engl 101-3, 102-3, 103-3.

ENGL 205-3 Creative Writing 1

This workshop course is for students with a special interest in original creative expression. Students will submit their own written work (poems, short stories, or plays) for class discussion and comment. Prerequisites: Permission of instructor.

ENGL 206-3 Creative Writing 11

A continuation of Engl 205-3.

Prerequisite: Permission of instructor.

ENGL 209-3 Survey of American Literature 1

A study of some major works of American Literature from the beginning to the end of the nineteenth century. Students will be asked to write at least three essays on literary topics. Prerequisites: Two of Engl 101-3, 102-3, 103-3.

ENGL 210-3 Survey of American Literature II

A study of some major works of American Literature from 1900 to the present. Students will be asked to submit at least three essays on literary topics. (3,0)

Prerequisites: Two of Engl 101-3, 102-3, 103-3.



ENGL 211-3 Shakespeare: Comedies and History Plays

A detailed study of some of Shakespeare's major comedies and history plays. Students will be required to submit at least two essays. Prerequisites: Any two of Engl 101-3, 102-3, 103-3. (3,0)

ENGL 212-3 Shakespeare: Tragedies and Last Plays

A detailed study of some of Shakespeare's major tragedies and last plays. Students will be required to submit at least two essays. Prerequisites: Any two of Engl 101-3, 102-3, 103-3.

ENGL 213-3 Short Fiction I

A survey of the short story and novella from Poe to Lawrence. Students will be asked to write at least three essays on literary topics. Prerequisites: Any two of Engl 101-3, 102-3, 103-3. (3,0)

ENGL 214-3 Short Fiction II

A survey of the short story and novella from Kafka to the present. Students will submit three essays on literary topics. Prerequisites: Any two of Engl 101-3, 102-3, 103-3.

(3,0)

(3,0)

FRENCH

(3,0)

(3,0)

(3,0)

(3,0)

(3,0)

(3,0)

(3,0)

FREN 101-3 Intermediate College French I

This course consists of three parts: 1) A review of the essential structures of French grammar, 2) French conversation, 3) Exercises in comprehension of oral French. Conversation classes will be based on current social issues. The course is conducted in French. Prerequisites: Grade 12 French or equivalent.

$(3,1\frac{1}{2})$

FREN 102-3 Intermediate College French II

This course consists of three parts: 1) Continuation of review of the essential structures of French grammar, 2) writing practice, 3) literary analysis. The course is conducted in French. Prerequisites: Fren 101-3 or equivalent.

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(3,1½)
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FRENCH 103-3 Introduction to College French I

Simple grammatical constructions and syntax are developed in the context of idiomatic French using an active audiolingual method. Selected readings in French literature form part of the material in this course.

Prerequisites: Grade 11 French or equivalent.

FREN 104-3 Introduction to College French II

A continuation of Fren 103-3. Prerequisites: Fren 103-3 or equivalent.

(3,11/2)

 $(3,1\frac{1}{2})$

FREN 131-3 Beginner's French I

This course will provide intensive practice in pronunciation and in the essential structures of the French language. It will emphasize the development of oral proficiency and comprehension through dialogues, reading selections, oral exercises in the language lab, oral and written exercises in class and elementary conversation.

(3.1%)

FREN 132-3 Beginner's French II

A continuation of Fren 131-3. Students completing Fren 131-3 and 132-3 will be granted French 11 equivalency and will satisfy the prequisites for admission to C.N.C. Fren 103-3. Prerequisites: Fren 131-3 or equivalent.

(3,11/2)

(2,1)

FREN 151-3 Conversational French

An intermediate conversation course for people who have had between 2 and 4 years of secondary school French. This course will review the rudiments of the French Language including pronunciation, grammatical structures, verb forms, and vocabulary using French dialogues as a starting point. Conversation based on themes and vocabularies established in the text or in class will be undertaken in one of the two weekly meetings of this course.

Prerequisites: 2 years Secondary School French or permission of instructor. (2,1)

FREN 152-3 Conversation French

A continuation of Fren 151-3. Prerequisite: Fren 151-3 or permission of the instructor.

FREN 201-3 Advanced College French I

Extensive conversation and dissertation will be based on a chronological survey of French literature from the middle ages to the end of

the seventeenth century. There will also be a review of grammar and syntax through compositions and translations, to allow further development in this language.

Prerequisites: Fren 102-3 or equivalent or permission from instructor. (3.0)

FREN 202-3 Advanced College French II

A continuation of Fren 201-3. French literature from the 18th Century to the present forms the basis of this course. Prerequisites: Fren 201-3 or equivalent.

(3,0)

GEOGRAPHY

GEOG 101-3 Man's Sense of Place: An Introduction to Geography

An introduction to the development, structure, concepts, and methods of modern Geography, emphasis being given to four distinct traditions: the Man/Land, Spatial, Regional, and Cultural/Historical approaches to the discipline.

GEOG 103-3 Canada: Some Geographical Perpectives

The theory and concepts of "the regional method" are applied to Canada. Emphasis is given to an examination of resource development and resource policy in Canada using an historical perspective, with particular consideration given to the North.

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GEOG 161-3 The Physical Landscape of the Central Interior

This course, for the layman, examines the evolution of the physical landscape of the Central Interior by considering geological makeup, river basins and valleys, glaciation, and climate/vegetation. Students will be made aware of information sources by using maps, air photos, and publications in lab sessions.

(1,2)

GEOG 162-3 Resources and Their Management in the Central Interior Selected problems of environmental management will be examined from a geographer's perspective. Guest speakers will be invited to present alternative viewpoints. Prerequisite: Geog 161-3.

GEOG 201-3 Weather and Climate

The major concepts in the sub-disciplines of meteorology, climatology, biogeography (vegetation and soils) and geomorphology (land forms) are introduced. Analysis will be made of processes, distributions, and interrelationships.

GEOG 202-3	The Surface	of the	Earth	
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A continuation of Geog 201-3. Prerequisite: Geog 201-3

GEOG 203-3 Economic Geography

A geographical view of economic activities and behaviour, using both a "Systems" and "behavioural" approach. Traditional and more recent theories of Economic Geography will be examined in the light of these two approaches.

Prerequisites: Geog 101-3 and 103-3 or permission of instructor.

GEOG 205-3 The Evolution of the Cultural Landscape

An investigation of the dynamic nature of the Man/Land Relationship in terms of cultural, sociological, institutional, and psychological influences upon Man's use and organization of his environment. Prerequisites: Geog 101-3 and 103-3 or permisssion of instructor.

GEOLOGY

GEOL 101-3 Introduction to Physical Geology

Physical aspects of geology: matter and minerals, description and classification of rocks, rock-forming processes, earthquakes and the earth's interior, structure of the crust, continents and ocean basins. Rock deformation and mountain building, continental drift and plate tectonics. Interaction of oceans and atmosphere with the solid earth: oceans and shoreline processes, weathering and soil formation, mass movement rivers, deserts, glaciers, and landscape evolution. Field trips and visits to regional mining operations are scheduled in place of some laboratory periods.

GEO 102-3 Introduction to Historical Geology A continuation of Geol 101-3, with emphasis on historical aspects; the nature, scope and methods of historical geology, geologic time, fossils and the fossil record, theories of evolution, a survey of the major phyla. The origin of the solar system, early history of the earth, history of the continents and life forms with emphasis on North America, the origin of man. Man's interaction with the earth: mineral resources, resource and environmental problems. Prerequisite: Geol 101-3

(3,3)

GEOL 161-3 Geology for General Interest

A non-technical introduction to the materials of the earth and to the processes which operate to build and to shape the earth's surface features. Included will be a discussion of geologic time and earth's history and illustrations of processes in action in the development of the scenery of the Northwest in general, and B.C. in paticular.

(1,2)

GEOL 171-3 Prospecting I: Introduction to Prospecting

The identification of minerals and rocks, the nature of mineral deposits, claim staking, legal requirements, sampling and field techniques, and introduction to geochemical and geophysical techniques.

(1,2)

GEOL 172-3 Advanced Prospecting

Topics covered will include: review of basic minerals and rock types, intoduction to the industrial, strategic and aerospace minerals, interpretation of maps and air photos, mineralization and mineral provinces, geochemical and geophysical prospecting techniques suitable for the prospector.

Prerequisites: Geol 171-3, Dept. of Mines Introductory Prospecting Course, or some prospecting experience.

(2,4)

GEOL 201-2 Environmental Geology

This course will consider the nature and importance of geological information in physical problems of man's interaction with his environment. Topics included are urban geology and natural hazards, pollution and geological processes, and problems associated with natural resource utilization.

Prerequisites: Geol 101-3 and 102-3, or permission of the instructor.



GERMAN

GER101-3 Introductory German I

An introduction to the basics of German grammar and language. This course is designed to develop the beginner's reading and speaking facility in German.

(3,1)

GER 102-3 Introductory German II A continuation of Ger 101-3. This course introduces the student to

more advanced aspects of German grammar. Some excerpts from German literature will be studied. Prerequisite: Ger 101-3.

GER 151-3 Basic Conversational German

An introduction to conversational German. The course will use an active audio-lingual method to develop oral proficiency and comprehension. The course will also familiarize the student with the life and culture of German. (2,1)

HISTORY

HIST 101-3 World History: The Early Twentieth Century

After a brief introduction to general problems of historical investigation, this course treats world history of the early twentieth century through a detailed study of one or two historical phenomena of universal significance. The First World War, the Russian Revolution, the emergence of the United States as a "superpower", the spread of nationalism, and the Great Depression represent examples of such phenomena. (3,0)

HIST 102-3 World History: The Mid-Twentieth Century

This course treats world history of the mid-twentieth century in a framework similar to that of Hist 101-3. The irrational society, the breakdown of old imperialisms, the Chinese Revolution, and the acceleration of technological development represent recent examples of historical phenomena of universal significance.

HIST 103-3 History of Canada to 1841

After a brief introduction to general problems of historical investigation, this course examines the nature and development of two early Canadian societies: New France and British North America. The problems considered direct attention to the theme of dependence. (3,0)

HIST 104-3 History of Canada Since 1841

This course extends the investigation of the theme of dependence in Canadian history to the modern period.

HIST 201-3 Nineteeth-Century European Thought

This course examines the ideas of a series of European thinkers from the French Revolution to 1870 on politics, society, economics, religion and science.

Prerequisite: History 12 or any college history course.

HIST 202-3 Twentieth-Century European Thought

This course examines the ideas of a series of European thinkers of the modern period on politics, society, economics, religion, and science

Prerequisite: History 12 or any college history course.

HIST 211-3 Local History Seminar

After an introduction to the techniques of historical research and their application in local history, each student in the seminar will create a research paper based on primary sources relating to the history of one community or area in the Northern Interior of British Columbia. Prerequisite: Hist 103-3 and 104-3.

NOTE: Applicants with a long-standing interest in local history may be admitted without the prerequisite courses at the discretion of the instructor. (3,0)

HUMANITIES

HUM 101-9 Humanities 1

A non-disciplinary program of liberal education. Prerequisite: Permission of the instructors.

HUM 102-9 Humanities II

A continuation of Humanities 101-9.

Prerequisite: Hum 101-9 or permission of the instructors.

MATHEMATICS

MATH 100-3 College Mathematics

Topics in this course include an intensive review of algebra, followed by the Binomial Theorem, functions and relations and their graphs, inverse functions, analytic geometry, conics, and trigonometric functions.

Prerequisites: Grade 11 academic Math or permission of instructor. (3.1)

MATH 101-3 Calculus I

An introduction to the concepts, techniques, and applications of differential and integral calculus. Prerequisites: Math 12 or equivalent.

(3.1)

MATH 102-3 Calculus II

A continuation of Math 101-3.

Prerequisite: Math 101-3.

MATH 103-3 Finite Mathematics

Intended primarily for Liberal Arts and Education students who want some exposure to modern mathematical concepts. Topics will be chosen at the discretion of the instructor and may include such areas as: logic, set theory, algebraic systems, elementary number theory, matrices, linear programming.

Prerequisites: Math 12 (Math 11 or less with permission of instructor). (3.0)

MATH 104-3 Introduction to Statistics

Descriptive statistics, elementary probalility theory, statistical inference and the practical application of these topics are emphasized.

MATH 109-3 Computing Science I

This course comprises an introduction to computing science. Topics to be discussed include binary & hexadecimal number systems, computer organization, flow charting, top-down programming, pseudo assembly language - TRUGEAR, and an introduction to FORTRAN. Prerequisites: Math 12 preferred.

Corequisites: Math 101-3.

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MATH 110-3 Computing Science II

This course is a continuation of Computing Science I, including more advanced FORTRAN and an introduction to ALGOL with applications to numerical and non-numerical problem solution. Prerequisites: Math 109-3. Corequisites: Math 102-3.

MATH 150-3 Basic Mathematics

A summary of basic mathematics. Topics include arithmetic operations, the use of formulae and tables, algebra, and plane geometry. Students successfully completing this course will receive the letter grade S. (3.0)

MATH 151-3 Technical Mathematics I

Topics will be drawn from the following general areas: functions and their graphs, exponents and logarithms, quadratic equations, plane geometry, trigonometry with applications, vector analysis with applications.

Prerequisites: Math 150-3, or permission of the instructor.

MATH 154-3 Mathematics of Finance

An introductory course including simple interest, simple discount, compound interest, annuities, amortization, sinking funds, depreciation, and bonds.

(3,0)

(3,0)

MATH 157-3 An Introduction to Business Statistics This course is an introduction to statistics as they apply to business. (3.0)

MATH 161-3 Medical Lab Technology Mathematics I

Fast review of algebra, linear and quadratic equations, systems of equations, function, logarithms, logarithmic and exponential functions with applications. The use of electronic calculators. Prerequisites: Math 12.

(3,0)

MATH 162-3 Medical Lab Technology Mathematics II

Graphs, slopes, the derivative, techniques of differentiation, integrals, techniques, simple differential equations, med lab applications. Prerequisites: Math 161-3.

MATH 201-3 Calculus III

Algebra and Geometry of IRN, vector functions and their derivatives, functions of several variables, partial differentiation, gradient, derivatives as linear maps, implicit function theorem. Prerequisites: Math 102-3.

MATH 202-3 Calculus IV

Multiple integrals, vector fields, line and surface integrals, Green's theorem, complex numbers and functions, introduction to differential equations. Prerequisites: Math 201-3.

(3,0)

MATH 203-3 Introduction to Analysis

Elementary logic, induction, sequence, limit, completeness, continuity, differentiability, supremum and infimum, uniform continuity, some theorems of the calculus.

Prerequisites: At least a "B" in Math 101-3 or 102-3.

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MATH 204-3 Linear Algebra

Vector spaces, Linear equations, Bases, Dimension, Inner Product spaces, Linear transformations and matrices, Determinants, Eigenvectors and Eigenvalues, applications. Prerequisite: Math 102-3.

MATH 215-3 Differential Equations I

First order ordinary differentials equations: Nth order linear differential equations; Laplace transforms; systems of first order differential equations; applications to growth and decay, mixing heat flow, dynamics, mechanical and electrical vibrations, the two body problems.

Prerequisites: Math 102-3 and 204-3 (Math 201-3 recommended)

(3.0)See also Data Processing courses listed under Electronic NOTE: Data Processing.

MUSIC

MUS 103-3 History of Music I

A study of the historical development of music from the Greek period through the Baroque, emphasizing recordings and score study. Major emphasis is given to the Renaissance and Baroque style periods. Some correlation given to other art disciplines.

MUS 104-3 History of Music II

A continuation of Mus 103-3, covering the development of musical forms, styles, and techniques from 1750 to present. Prerequisite: Mus 103-3.

(3,0) PHILOSOPHY

PHIL 101-3 Moral Philosophy

An introduction to philosophical analysis through the consideration of problems in moral philosophy. Questions to be discussed include: "What do disagreements in moral judgement mean?" "Is there an objective basis for moral judgement?"

PHIL 102-3 Theory of Knowledge

An introduction to philosophic analysis through the consideration of problems in theory of knowledge. Questions to be discussed include: "Can we ever know anything?" "What do we know?" "How do we know?" (3.0)

PHIL 171-2 Medical Ethics and Moral Issues

A course designed to explore issues which pose serious ethical and moral questions for health care workers. Examples to be studied include euthanasia, population control, and medical research and experimentation on human beings.

PHIL 204-3 Logic

An introduction to the elements of formal logic, a study of the applications of logical techniques to argument, and investigation of concepts involved in these techniques, e.g. argument, implication, validity, fallacy, truth, logical form, and the evaluation of argument in ordinary language.

PHIL 205-3 Scientific Method

An examination of the scientific method and its use, and discussion of the grounds for empirical knowledge.

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PHYSICAL EDUCATION

P.E. 101-2 Basketball

An introduction to the skills, rules, offensive/defensive strategies, teaching methods and techniques of basketball.

P.E. 102-2 Outdoor Activities

An introductory course in orienteering, downhill skiing, cross country skiing, and snowshoeing. Emphasis will be on methods and teaching techniques for beginners.

P.E. 103-2 Scientific Basis of Athletic Conditioning

An analysis of the practical and theoretical concepts of athletic conditioning used in the development of general and specific training programs for games and sports will be the prime focus of this course. (1,2)

P.E. 104-2 Cross Country Skiing

This course is an introduction to the theory, practice and teaching of the fundamental skills of cross-country skiing. This course is offered over an 8 week period. (1.5)

P.E. 105-2 Volleyball

This course is an introduction to the theory, practice and teaching of the fundamental skills of volleyball.

P.E. 106-2 Badminton

This course is an introduction to the theory, practice and teaching of the fundamental skills of badminton.

P.E. 107-2 Soccer

This course is an introduction to the theory, practice and teaching of the fundamental skills of soccer.

P.E. 108-2 Minor Games

This course will cover the theory, practice and teaching of minor games.

P.E. 110-2 Tennis

An introductory course in the skills, rules, strategy, and teaching methods and techniques of tennis. Emphasis will be on the student learning and demonstrating the skills of tennis. (1,2)

P.E. 201-3 Introduction to Physical Education

The student will be introduced to a number of sub-disciplines of physical education and to some professional concerns, which together may be considered fundamental to a continuing course of study in physical education. (3,0)

PHYSICS

PHYS 101-3 Introductory Physics I

Mechanics including vector, linear kinematics, circular motion, dynamics, energy, momentum, relatively, SHM, gravity, properties of matter, temperature, heat, simple kinetic theory, introductory thermodynamics.

Prerequisites: Math 12 and Phys 12 (or permission of instructor). Corequisite: Math 101-3.

(3,3)L

PHYS 102-3 Introductory Physics II

Electricity and magnetism including charges, electric field, magnetic field, electric current and circuits, light, atomic physics, nuclear reactions.

Prerequisites: Phys 101-3 (or Phys 105-3 with permission of instructor). Corequisite: Math 102-3.

(3.3)L

PHYS 105-3 General Physics I

Mechanics including linear kinematics, circular motion, dynamics, energy, momentum and fluids, temperature and thermal expansion, heat, simple kinetic theory, and heat transfer. Primarily intended for students not planning further courses in the physical sciences. Prerequisite: Math 11

PHYS 106-3 General Physics II

Electricity and magnetism, including charges, electric fields, magnetic fields, electric current and circuits, light, atomic physics and nuclear reactions.

Prerequisite: Math 11

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PHYS 131-3 Introduction to Astronomy

A study of the principle methods and theories that have contributed to man's idea of the universe.

PHYS 201-3 Thermodynamics and Waves

The topics studied include temperature, heat transfer, laws of thermodynamics, entropy and disorder, waves and sound. Prerequisite: Phys 105-3 or 101-3.

PHYS 202-3 Electricity and Magnetism

Topics include Electrostatic Charges, the Electric Field, Gauses' Law, the Electric Potential, Capacitance, Current and Resistance, Electric Circuits, A.C. Circuits, The Magnetic Field, Ampere's Law, Faraday's Law. Prerequisite: Phys 102-3 or 106-3.

(3,0)

PHYS 203-2 General Lab

A series of experiments designed to demonstrate concepts of mechanical, electrical, heat and modern physics. Experiments include the use and design of meters, LCR circuits, temperature measurement, and the determination of a radioactive half-life. One experiment is designed by the student.

Prerequisites: Phys 101-3 and 102-3, or Phys 105-3 and 106-3.

PHYS 204-3 Mechanics

The topics studied include vectors, kinematics, dynamics of a particle, moving reference systems, special theory of relativity, central forces and particles of rigid bodies, Lagrange's equations (optional) and vibrations.

Prerequisites: Phys 101-3 or 105-3, Math 101-3.

POLITICAL SCIENCE

POSC 101-3 Introduction to Political Science I

An examination of concepts and issues in Political Science, through lectures, discussions, readings, and research papers.

POSC 102-3 Introduction to Political Science II

An examination of theories and methods in Political Science, through lectures, discussions, readings, and research papers.

POSC 201-3 The Government of Canada

An examination of the institutions and processes of Canadian government. Analysis will be made of the Canadian social structure and political culture; parties, pressure groups and social movements; the legislative, executive, and judicial aspects of government; federalism. (3.0)

POSC 202-3 Selected Problems in Canadian Politics

A study in depth of the major issues in Canadian politics: federalism in theory and practice, nationalism and political nationality, cultural duality, separatism and regionalism, and similar issues of interest to students.

POSC 203-3 Contemporary Ideologies

A study of the major political ideologies such as nationalism, conservatism, liberalism, socialism, anarchism, communism, fascism, democracy, and the new left.

POSC 204-3 Politics and Social Life.

An introduction to theories and methods of political analysis and their application to the study of social, cultural, and psychological context of political behaviour.

PSYCHOLOGY

PSYC 101-3 Introduction to Psychology I

This general survey course includes topics such as a brief history of psychology, elementary experimental design, the nervous system, sensation, perception, learning, memory, language, and thought.

(3,0)

PSYC 102-3 Introduction to Psychology II

A continuation of Psyc 101. Topics will include intelligence and intelligence testing, personality assessment, motivation, emotion, mental

health and behavioural disorders, psychotherapy, and Social Psychology. Prerequisite: Psyc 101-3.

PSYC 103-3 Human Sexuality

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This course is designed to provide a basic understanding of Human Sexuality from a biological, psychological, and social perspective. Topics will include such items as anatomy, physiology of sexual response, psychosexual development, sexual behaviour and sexual complications.

PSYC 151-3 General Psychology I

This general survey course includes topics such as a brief history of psychology, elementary experimental design, the nervous system, sensation and perception, learning motivation, and emotion.

(3,0)

PSYC 152-3 General Psychology II

Topics include thinking, language, intelligence and intelligence testing, personality theories and assessment, mental health, behavioural disorders and social psychology. Prerequisite: Psyc 151-3.

(3,0)

PSYC 157-1 Industrial Psychology and Human Relations I

This course deals with selected components of psychology from the perspective of the principles involved. Topics include: Communication, Motivation, Needs, Satisfaction of Needs, Frustration, Conflict, Personality, Personality Assessment, and Psychological Testing.

(1,0)

PSYC 158-1 Industrial Psychology and Human Relations II

Industrial psychology from the perspective of the principles involved, the underlying psychological components and the ethical nature of their application. Topics covered include: Social Psychology, Organizations, Supervision and Labour-Management Relations. Prerequisite: Psyc 157-1.

(1,0)

PSYC 161-3 Introductory Psychology for Nursing.

A general introduction to selected topics in psychology such as methodology, learning, behavioural technology, memory, motivation, emotion, human sexuality, personality theory, and intelligence. The adequacy of empirical investigation in the above areas is examined.

(3,0)

PSYC 162-3 Developmental Psychology for Nurses

The psychological development of the human being from conception through senescence. Includes the cognitive, psychomotor, social and emotional aspects of development. Prerequisite: Pysc 161-3.

(3,0)



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PSYC 201-3 Statistics for the Social Sciences

This course covers the basic principles of descriptive and inferential statistics and their application to research in the social sciences. Highly recommended for majors in the social sciences.

No prerequisite required but some students find Math 12 or the equivalent helpful.

PSYC 202-3 Experimental Psychology

This course introduces experimental methods and designs as applied to research in psychology. Focus on research in sensation, perception, learning, and motivation will serve to illustrate current developments and techniques.

Highly recommended for majors in Psychology. Prerequisite: Psyc 201-3.

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PSYC 203-3 Dynamics of Behaviour I

The student is introduced to personality and adjustment, and reviews some theories of personality (e.g. Psychoanalysis) and conditions in life requiring adjustment (e.g. conflict). These theories are developed throughout course and pertinent research is discussed. Prerequisites: Psyc 101-3 and 102-3.

A continuation of Psyc 203-3. Topics include mentally normal and abnormal behaviours, assessment of these behaviours through psychological testing, and different types of treatment of abnormal behaviour.

Prerequisites: Psyc 101-3, 102-3 and 203-3.

PSYC 204-3 Dynamics of Behaviour II

PSYC 205-3 Developmental Psychology I

A study of the determinants of behaviour, theory, and processes of growth and maturation from the prenatal period through childhood, with emphasis on infancy and childhood periods in terms of cognitive, psycho-motor, affective and conative development. Prerequisites: Psyc 101-3 and 102-3.

PSYC 206-3 Developmental Psychology II

The growth and development of the individual during adolescence, adulthood and senescence, including developmental theory as well as the factors affecting development during these periods.

PSYC 207-3 Psycopathology

This course examines a wide variety of models of psychopathology (e.g. medical, dynamic, behavioural) and the causes and treatments of several behavioural disorders (e.g. neuroses, schizophrenia, manicdepressive psychosis, psychopathy, alcoholism).

Prerequisites: Psyc 101-3 and 102-3. Some students find Psyc 203-3 helpful.

NOTE: Students in Pysc 207-3 are not advised to take Psyc 204-3.

PSYC 251-3 Abnormal Psychology

This course is designed to enable students to identify relevant variables involved in the development of symptom patterns and to point out problems in the identification of pathological behaviour.

SOCIAL WORK

SOWK 151-3 Social Work Methods: An Intoduction to the Helping Process This course is designed to aid practitioners who are involved in human problem solving to assess and improve their skills. The

course will include both a look at some of the relevant theoretical material and an opportunity to practise and experience various intervention skills.

SOWK 201-3 Social Policy

An introduction to social work as it applies to Canadian Welfare. (3.0)

SOWK 202-3 Social Work - The Profession

A history of social work, ethical standard, and the values of social work. (3,0)

SOCIOLOGY

SOC 101-3 Introduction to Sociology J

A general introduction to the philosophical and historical background of sociology; method and theory; basic concepts used in the analysis of society, such as culture and society, groups, socialization, classes, minorities, collective behaviour, and urbanization. (3.0)

SOC 102-3 Introduction to Sociology II

Continuation of Soc 101-3; an analysis of the structure and function of social institutions, such as the family, religious institutions, education, economic institutions, political structure, and theories of social change. Prerequisite: Soc 101-3.

SOC 201-3 Sociology of Work - General

Work before the Industrial Revolution. The agricultural community and agricultural work. The "white collar" worker. The professions. Part-time and temporary work and their social and personal effects. "White collar", technical, and professional associations; their organization, goals, and social influence. Connections between worklife and personal life. Socialization and work. Women and work. Prerequisites: Soc 101-3 and 102-3.

SOC 202-3 Sociology of Work - Industry

Industrial workers; their life-styles, family life, neighbourhoods, and communites. Industrial work groups and work forces. The oneindustry town. Worker interest groups at the work place (cliques, worker associations, labor and trade unions) and in the community of nation (social influence, political parties). Crafts and trades. Women and industrial work Prerequisites: Soc 201-3.

SOC 203-3 Canadian Society I

A detailed sociological, anthropological, and literary analysis of Canadian society, including such topics as occupations, social classes, social groups, authority and political behaviour, social stratification, and deviant behaviour.

SOC 204-3 Canadian Society II

Sociological perspectives on social problems in modern Canadian society; issues of current social conflict and controversy in such areas as race and ethnic relations, social disorganization, politics, and national identity.

Prerequisite: Soc 203-3.

SPANISH

SPAN 101-3 Introduction to Spanish I

An audio-lingual introduction to Spanish, designed to equip the student with the basic knowledge for communicating in Spanish.

SPAN 102-3 Introduction to Spanish II

A continuation of Span 101-3.

Prerequisite: Span 101-3.

SPAN 151-3 Conversational Spanish

An introduction to practical conversation based on an active audio-lingual method. This course also gives the student some appreciation of the life and the culture of Latin-America and Spain.

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 $(3.1\frac{1}{2})$

SPAN 201-3 Intermediate Spanish I

A review of basic structures of Spanish and readings in Spanish and Spanish conversation. Prerequisite: Span 102-2.

	$(3.1\frac{1}{2})$

SPAN 202-3 Intermediate Spanish II

A continuation of Span 201-3. Prerequisite: Span 201-3.

 $(3, 1\frac{1}{2})$

FACULTY & ADMINISTRATION

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