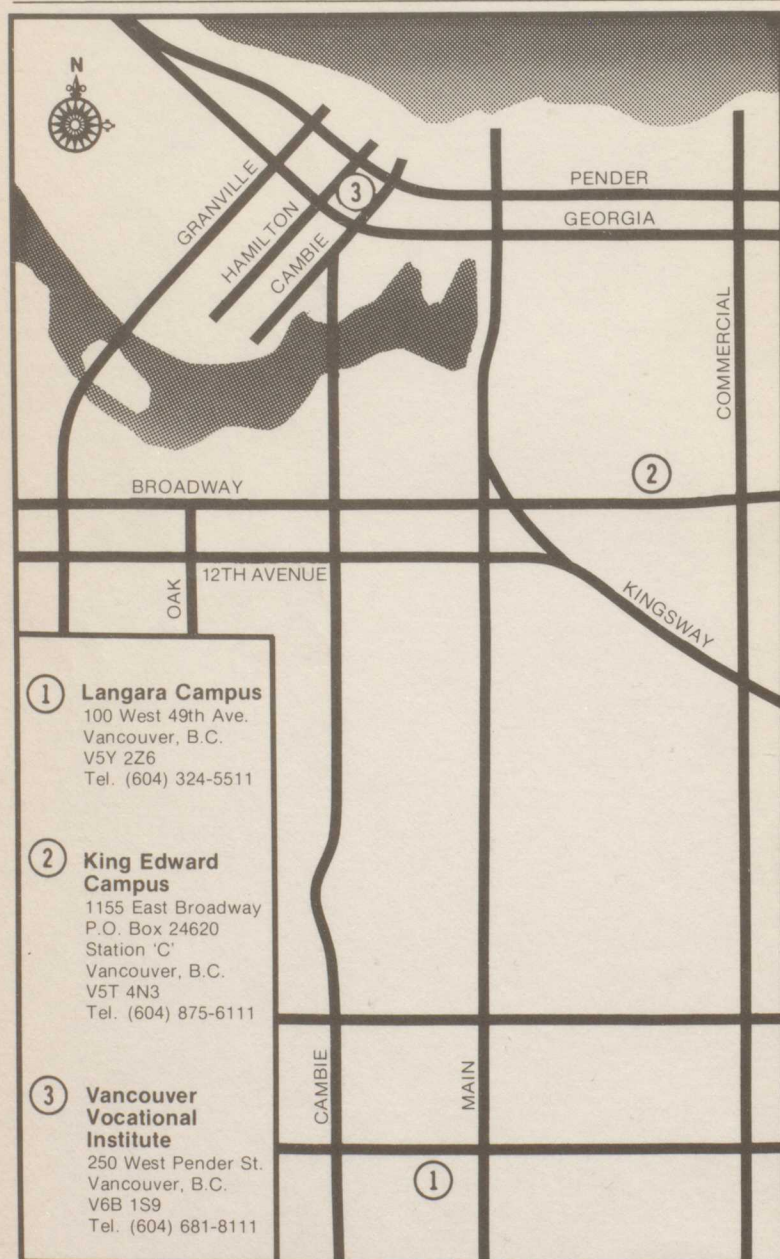


# Shoguns

1986-1987  
Calendar



## PRINCIPAL LOCATIONS OF VANCOUVER COMMUNITY COLLEGE



Vancouver Community College offers educational opportunities at more than 30 outreach centres throughout the city.

## 1986-87 SCHEDULES

\*In order to increase accessibility to the College, Langara Campus is offering a LIMITED NUMBER of courses each term in 8 week sessions. The 8 week sessions are listed in the term schedule and in this calendar as section 50 and section 60. Sections 50 are always offered in the first two months of any term and sections 60 are always offered in the final two months. (E.g. May/June; September/October and January/February are listed as section 50; November/December; March/April and July/August are listed as section 60.)

### SUMMER TERM 1986

Classes for the Regular (May/August) Term start May 5 and end August 8; for the Section 50\* Term they start May 5 and end June 20; for the Section 60\* Term they start July 2 and end August 13. FINAL EXAMINATIONS for the Regular Term, August 11-15; for the Section 50\* Term, June 23 and 24 and for the Section 60\* Term, August 14 & 15, MUST BE WRITTEN unless the student is exempted by a medical certificate.

May 1, 1986:	First day of the Summer Term.
May 1 & 2:	Registration for regular (May/August), section 50* and section 60* terms.
May 5:	First day of classes for regular (May/August) and section 50* terms.
May 6 & 7:	Late registration and change for regular (May/August), section 50* and section 60* terms.
May 12:	Last day for refunds for section 50* term.
May 16:	Last day for refunds for regular (May/August) term.
May 19:	Victoria Day; Langara Campus closed.
May 22:	Annual Graduation Ceremony.
June 1-30:	Registration for section 60* term at Student Services Monday through Friday during regular college hours.
June 6:	Last day for withdrawals from section 50* term.
June 23 & 24:	FINAL EXAMINATIONS for section 50* term.
July 1:	Canada Day; Langara Campus closed.
July 2:	First day of classes for section 60* term.
July 2 & 3:	Late registration and change for section 60* term.
July 11:	Last day for refunds for section 60* term.
August 1:	Last day for withdrawals from regular (May/August) and section 60* terms.
August 4:	B.C. Day; Langara Campus closed.
August 11-15:	FINAL EXAMINATIONS for regular (May/August) term.
August 14 & 15:	FINAL EXAMINATIONS for section 60* term.
August 31:	Last day of the Summer Term.

### FALL TERM 1986

Classes for the Regular (September/December) term start September 5 and end December 10, for Section 50\* they start September 5 and end October 22, for Section 60\* they start October 27 and end December 10.



FINAL EXAMINATIONS for the Regular Term (September/December), December 11–18; for Section 50\*, October 23 and 24 and for Section 60\*, December 11–18, MUST BE WRITTEN unless the student is exempted by a medical certificate.

- August 28, 1986: Orientation Day.
- September 1: First day of the Fall Term.
- September 1: Labour Day; Langara Campus Closed.
- September 2, 3 & 4: Registration for regular (September/December), section 50\* and section 60\* terms.
- September 5: First day of classes for regular (September/December) and section 50\* terms.
- September 8 & 9: Late registration and change for the regular (September/ December), section 50\* and section 60\* terms.
- September 12: Last day for refunds for section 50\* term.
- September 19: Last day for refunds for regular (September/ December) term.
- October 10: Last day for withdrawals from section 50\* term.
- October 13: Thanksgiving Day; Langara Campus closed.
- October 23 & 24: FINAL EXAMINATIONS for section 50\* term.
- October 27: First day of classes for section 60\* term.
- November 11: Remembrance Day; Langara Campus closed.
- December 1: Last day for withdrawals from regular (September/ December) and section 60\* terms.
- December 11–18: FINAL EXAMINATIONS for regular (September/ December) and section 60\* terms.
- December 25–31: Langara Campus closed.
- December 31: Last day of the Fall Term.

### SPRING TERM 1987

Classes start January 8 and end April 10 for the Regular (January/April) Term; for Section 50\* they start January 8 and end February 18; for Section 60\* they start February 25 and end April 10. FINAL EXAMINATIONS for the Regular (January/April) Term, April 13–21; for Section 50\*, February 23 and 24 and for Section 60\*, April 13–21, MUST BE WRITTEN unless the student is exempted by a medical certificate.

- January 1, 1987: First day of the Spring Term, New Year's Day; Langara Campus closed.
- January 5, 6 & 7: Registration for the regular (January/April), section 50\* and section 60\* terms.
- January 8: First day of classes for regular (January/April) and section 50\* terms.
- January 9 & 12: Late registration and change for regular (January/April), section 50\* and section 60\* terms.
- January 16: Last day for refunds for section 50\* term.
- January 21: Last day for refunds for regular (January/April) term.
- February 6: Last day for withdrawals from section 50\* term.
- February 19 & 20: Spring Term Break; Langara Campus open.
- February 23 & 24: FINAL EXAMINATIONS for section 50\* term.
- February 25: First day of classes for section 60\* term.
- March 6: Last day for refunds for section 60\* term.

- March 16: Last day for Application for Certificates or Diplomas for the Annual Graduation in May.
- April 1: Last day for withdrawals from regular (January/April) and section 60\* terms.
- April 13–21: FINAL EXAMINATIONS for regular (January/April) and section 60\* terms.
- April 17: Good Friday; Langara Campus closed.
- April 20: Easter Monday; Langara Campus closed.
- April 30: Last day of the Spring Term.

### SUMMER TERM 1987

Classes for the Regular (May/August) Term start May 6 and end August 7; for Section 50\* they start May 6 and end June 19 and for Section 60\* they start July 2 and end August 13. FINAL EXAMINATIONS for the Regular (May/August) Term, August 10–14; Section 50\*, June 22 and 23 and Section 60\*, August 14, MUST BE WRITTEN unless the student is exempted by a medical certificate.

- May 1, 1987: First day of the Summer Term.
- May 4 & 5: Registration for regular (May/August), section 50\* and section 60\* terms.
- May 6: First day of classes for regular (May/August) and section 50\* terms.
- May 7 & 8: Late registration and change for regular (May/August), section 50\* and section 60\* terms.
- May 15: Last day for refunds for section 50\* term.
- May 18: Victoria Day; Langara Campus closed.
- May 19: Last day for refunds for regular (May/August) term.
- May 21: Annual Graduation Ceremony.
- June 1–30: Registration for section 60\* term at Student Services, Monday through Friday during regular college hours.
- June 5: Last day for withdrawals from section 50\* term.
- June 22 & 23: FINAL EXAMINATIONS for section 50\* term.
- June 30: Last day of section 50\* term.
- July 1: Canada Day; Langara Campus closed.
- July 2: First day of classes for section 60\* term.
- July 2 & 3: Late registration and change for section 60\* term.
- July 10: Last day for refunds for section 60\* term.
- July 31: Last day for withdrawals from regular (May/August) and section 60\* terms.
- August 3: B.C. Day; Langara Campus closed.
- August 10–14: FINAL EXAMINATIONS for regular (May/August) term.
- August 14: FINAL EXAMINATIONS for section 60\* term.
- August 31: Last day of the Summer Term.

ACADEMIC YEAR		
FALL	SPRING	SUMMER
September–December	January–April	May–August





## WELCOME

The Langara Campus of Vancouver Community College is a very special place for learning. It is a part of one of the largest colleges in Canada but you will find it more intimate and more personal than you might expect. And this is because the heart of Langara Campus is its people rather than the building and equipment.

You will not find it difficult to get to know your instructors personally. In fact, they will make sure that you do not remain anonymous. You will also meet counsellors and staff members and administrators who want to help you, as an individual learner.

We expect that you will be kept very busy with your studies. But you will also have time to relax, to meet students in other programs, and to enjoy your life as a student. Meeting with other students in the cafeteria, at social events, and on other informal occasions should be an important part of college life.

In the final analysis, however, you will be here to learn all that you can. All sorts of people will be anxious to help you realize this objective, but the real responsibility will rest with you. We hope you will enjoy your studies, we hope that you will make new friends and learn from new experiences, but our most important hope is that you will be a more learned, complete person as a result of your time with us.

Welcome to Langara Campus, welcome to Vancouver Community College.

Paul Gallagher  
President  
Vancouver Community College

## ORGANIZATION OF VANCOUVER COMMUNITY COLLEGE

### **College Board**

J. Chapman	J. Pearkes
P. Glass	A. Saunders
P. Hebb	B. Spitz
E. Jarvis	H. Wotherspoon
C. Miller	

### **College Executive Officers**

Paul Gallagher, President  
C. R. Carter, Director, College Resources  
J. J. Denholm, Principal, Langara Campus  
K. M. Fleming, Bursar and Director of Administrative Services  
H. E. Pankratz, Principal, King Edward Campus  
R. M. Pearce, Director, Continuing Education  
H. Rerup, Principal, Vancouver Vocational Institute



## A BRIEF HISTORY

VANCOUVER COMMUNITY COLLEGE, formerly Vancouver City College, was established in 1965 by bringing together the Vancouver Vocational Institute (1949), the Vancouver School of Art (1929), the Vancouver School Board's Night School Program (1909) and the King Edward Senior Matriculation and Continuing Education Centre (1962).

Growing with startling speed, the King Edward Centre proved so inadequate to contain the requirements of the academic areas that a new campus was built at Langara and opened in October of 1970. However, the old King Edward site was not vacant for long; it soon housed the fifth division of the College — the Special Programs Division, now King Edward Campus.

VANCOUVER COMMUNITY COLLEGE is unique in many ways. Besides being the oldest community college in Canada and the second largest post-secondary institution in B.C., it offers many programs not available elsewhere. To name a few: Art in Merchandising, Power and Process Engineering, and Interpreters for the Deaf.

A College Council was established as the governing body in December of 1970. Administrative services were provided by the Vancouver School Board until the Spring of 1973, when the College agreed to separate from the Vancouver School Board and established its own Regional Offices which began to function November 18, 1974.

In accordance with the provisions of the College and Provincial Institutes Act, Vancouver community College was designated by Order-in-Council November 24, 1978. This gave the College a corporate life separate from the School Board, permitting the College Board to authorize land holdings, borrowings and other activities attendant to a corporation.

The College Board, which oversees the affairs of the College, is comprised of nine members appointed by the Provincial Lieutenant Governor in Council.

## CAMPUSES

### KING EDWARD CAMPUS

King Edward Campus was created in 1970 to consolidate a variety of programs which had been located previously at a number of different locations. As well as administering on-site programs, K.E.C. is responsible for classes at more than 30 centres throughout Vancouver.

A unique variety of programs is provided by K.E.C., located at 1155 East Broadway, for a unique clientele. K.E.C. caters to adults of all ages and ethnic and educational backgrounds. Primarily, adults requiring preparatory courses — courses leading to other training or up-grading basic skills to enter or re-enter the work force — are accommodated.

King Edward Campus consists of three instructional divisions — Adult Basic Education, English Language Training, and Career. At present, more than 5,000 full-time and part-time students are enrolled in classes, which are held Monday to Friday between 08:00 and 22:00 hours.

### LANGARA CAMPUS

Langara is one of the most intensively used education facilities in B.C. On a normal weekday 6,500 people from throughout the Lower Mainland use the campus.

Located at 100 West 49th Avenue, Langara Campus held its first classes in October 1970. The four-story instructional building, which surrounds a large quadrangle, houses lecture theatres, conference rooms, multi-use classrooms, study and seminar rooms, science laboratories and technical-vocational workrooms and studios for the cultural and performing arts. Covered walkways connect with the library and the gymnasium.

Langara Campus offers a broad curriculum designed to serve the needs of most individuals who wish post-secondary education. Through fall and spring terms it enrolls regularly 5,500 students — 4,300 in arts and science programs (first and second year) and 1,200 in 21 career programs of specific occupational orientation. The academic year is divided into three terms of four months each. Any two terms of enrollment constitute an academic year.

### VANCOUVER VOCATIONAL INSTITUTE

The Vancouver Vocational Institute specializes in the preparation of students to enter or up-grade their careers in business, industry and service occupations. It was first opened in 1949 in response to a growing awareness of the need for realistic technical and vocational training.

Classes operate on a six-hour, five-day week and twelve-month year basis. In response to the heavy demand for training, some programs are offered on an extended day basis in day, evening and weekend classes. Twenty of its programs are unique in British Columbia.

Growth in the V.V.I., located at 250 West Pender Street, has been evident in all areas of the operation. Through the years it has grown considerably and changed to meet public demand. New programs have been added to meet new employment demands; and courses are constantly being



revised and expanded to meet the continuous changes in business and industry. In most of the 90 courses offered, content is primarily one-third theory and two-thirds practical experience.

### CONTINUING EDUCATION

The adult continuing education arm of the College offers the public a large variety of learning experiences. The Continuing Education program includes over 300 short-term courses for part-time students. It features several major instructional areas: a Business Administration up-grading program, Vocational and Technical courses, as well as general interest courses.

Continuing Education annually enrolls approximately 20,000 part-time students. Courses are held at three evening centres — Langara Campus, Vancouver Vocational Institute and King Edward Campus. Langara Campus is foremost in the College offerings of general interest courses. In addition, courses for any kind of short-term instruction are operated throughout the city.

The Fall program of Continuing Education begins early September, the Winter term, early January, the Spring term, early April and the Summer term, mid-June.

## COLLEGE PROGRAMS

**KING EDWARD CAMPUS** • autobody repair • auto mechanics • basic job readiness training • basic training for skill development • college foundations • diesel mechanics • employment orientation for women • English language training • homemaker introductory • homemaker/institutional aide • music • pharmacy assistant • programs on deafness • vocational orientation for youth.

**LANGARA CAMPUS** • accounting • arts & science • business management • computer information systems • finance & investment • marketing & sales • pacific rim • realty appraisal • court reporter • criminal justice • early childhood education • food services technician • library technician • nursing • recreation facilities management • recreation leadership • special education assistant • social service worker • small business • art in merchandising • fine arts • journalism • photography technician • theatre arts • general education.

**VANCOUVER VOCATIONAL INSTITUTE** • accounting clerk • administrative clerk • allied health clerk • baking • bookkeeping/data clerk • building service worker • business education preparation • carpentry • charcuterie (delicatessen) • computer aided drafting • computer programmer — junior • cooking • data entry operator • dental assisting • dental hygiene • dental receptionist • dental technician • dental technician/mechanic apprenticeship • denturist • dining room and lounge service • drafting • electricity • electronics • energy management • hairdressing • hairstyling — men's • hospital unit assistant • information processor • junior accountant • kitchen management • legal secretary • marketing micro technology • medical office assistant • medical word processing — transcriptionist • nursing — aide • nursing — long term care aide upgrade • nursing — orderly • nursing — practical • power and process engineering • power engineering • power sewing • printing production • refrigeration operator • secretary • security officer • shoe repair • skin care (esthetics) • travel agent — junior • word processing.

**CONTINUING EDUCATION** • accounting • business administration (general) • communications • managerial supervision • marketing management • personnel management • sales management • small business management • vocational art • movement & visual arts • commercial art • general interest courses — i.e. afro jazz, dancercise, body conditioning • belly dancing • calligraphy • freelance writing • guitar • home canning & freezing • public speaking • summer school of languages • photography • tennis • yoga • and many more.





## MESSAGE FROM THE PRINCIPAL

For several years past, like British Columbia and like Canada, the economic circumstance of our College has been less than prosperous. No less than the College, students have felt the effects of straitened economic times. All of us have had to be understanding, tolerant, flexible, innovative . . . even ingenious . . . and committed. Regardless, student demand for what this campus offers continues to grow.

It is our commitment to do well that which we undertake, economic circumstance notwithstanding. We expect our students to be similarly committed. If you are ready for such a commitment and undertaking, we offer you the chance to prove it. Our College motto is "Carpe Diem"; freely translated . . . "Seize the opportunity".

We would be pleased to assist you in formulating your objectives, your commitment to them, and their attainment. Drop by or 'phone in.

J. J. Denholm,  
Principal,  
Langara Campus

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## LANGARA OPERATION

The campus remains open during normal operating hours unless a specific announcement to the contrary is made. Emergency closures occur only under the most extreme of circumstances.

## LANGARA OPERATES ON A TWENTY-FOUR HOUR CLOCK

The College reserves the right to alter or discontinue courses, change fees, and alter procedures and rules regulating admission and registration, instruction in and graduation from the College and its various divisions, and to change any other regulations affecting the student body. Changes go into effect whenever the appropriate College authorities so determine and apply not only to prospective students but also to those who at that time are registered in the College.

## HOW LANGARA CAMPUS WORKS

- 1) The normal term at Langara Campus is four months long. Courses last for a full term, and students receive final grades at the end of each term. In some terms a few full credit 2-month courses may be given. Two four-month terms of full-time study (15 credit hours or more) normally constitute a complete academic year of study at Langara — some career programs require three terms per year.
- 2) There are three terms in the calendar year:
  - a) The Fall Term ..... September to December
  - b) The Spring Term ..... January to April
  - c) The Summer Term ..... May to August

**NOTE:** ALTHOUGH YOU MAY COMPLETE YOUR REQUIREMENTS FOR A COLLEGE CERTIFICATE OR DIPLOMA IN EITHER DECEMBER, APRIL, OR AUGUST, THERE IS ONLY ONE GRADUATION CEREMONY A YEAR, HELD IN MAY.

- 3) You can fulfill Vancouver Community College diploma requirements by successfully completing an approved program of study over four terms (60 credit hours of study). Within the Career Division, there are a number of programs that require more than 60 credit hours and/or more than four terms: the Nursing, Computer Information Systems Co-operative Education, and Theatre Arts Programs require six terms; the Court Reporter and Food Services Programs require five terms. Excluding regular career program requirements, the normal maximum load a term is 17 credit hours of college courses. If you have maintained a grade point average of 3.0, you may carry a

course load exceeding the prescribed limits with permission from a campus counsellor.

- 4) Langara defines a full-time student as one registered in 12 or more credit hours and a part-time student as one registered in fewer than 12 credit hours.
- 5) You may commence College Arts and Science Programs at the beginning of any Langara term. See page 8 for details regarding enrolment in career programs. (Some career program enrolments are interrupted and some are continuous.)
- 6) Many academic courses at Langara Campus have both day and evening sessions. The Langara Campus day lasts from 0830 hours to 2230 hours Monday through Thursday; on Friday, Langara closes at 1630 hours. **LANGARA OPERATES ON A TWENTY-FOUR HOUR CLOCK.**

### Pre-Admission Counselling

The Student Services Centre provides pre-admission counselling, assessment, and course planning throughout the year. You may see counsellors without appointment, day and evening Monday to Thursday, and during the day on Friday. If you wish to enrol, you must have a pre-admission counselling interview, if possible well before registration for the term in which you plan first to enrol. Counsellors will provide as much guidance as possible, but you should remember that the final responsibility for selection of courses and preparation of a course schedule is yours. Please note, if your background so warrants, your maximum course load may be limited. Such action will be determined at the time of pre-admission counselling.

### Orientation Day for New Students

Orientation is an important part of enrolment at Langara Campus. This day (always in late August) is set aside for you to meet instructors and discuss both individual course content and instructional methods. Counsellors may discuss with you many other issues such as course planning, pre-requisites, grading and study skills that pertain to all aspects of education at Langara. This, along with a tour of the campus, an opportunity to meet the campus principal and deans, has in the past proven very beneficial to students beginning their post-secondary studies at Langara. (See Schedule pages i-iii)

### General Requirements

#### 1. Citizenship Status

Only Canadian citizens and those who have permanent resident (landed immigrant) status in Canada may enrol at Langara. The definition of "permanent resident status" accords with the definition of the Canada Employment and Immigration Commission. Evidence of citizenship, or permanent residence may be requested by the College.

#### 2. International Students

A limited number of international students may be accepted at the College on a cost recovery basis. Please contact the International Student office at 1155 East Broadway, P.O. Box 24700, Station C, Vancouver, B.C. V5T 4N4.



### 3. English Language Proficiency

Applicants must possess a level of English proficiency sufficient to support studies at Langara. (A referral to an English Language Assessment at V.C.C., King Edward Campus may be required prior to Langara Admission.)

## Language Requirements

### English Placement Test

If you plan to enrol in a first term English or Communication course, you must take the B.C. English Placement Test *prior* to the term in which you hope to register.

## Mathematics Diagnostic Test

For information on the Mathematics Diagnostic Test see page 148.

## Academic Requirements

### 1. Regular Academic Admission

The academic requirements for admission to Langara Campus on a credit or non-credit basis are:

- Successful completion of a B.C. secondary program (Grade 12); or the equivalent.
- Successful completion of V.C.C., King Edward Campus 'College Foundations Program', or the equivalent.
- Successful completion of G.E.D. (General Educational Development testing program).

### 2. Conditional Admission — for students just leaving Grade 12.

If you are deficient in not more than two secondary equivalent courses, you may be admitted to Langara academic studies, conditionally, and allowed to register in a partial program. Concurrently, you must take steps to complete secondary equivalent courses elsewhere.

Langara campus will withhold full credit for College courses (will not provide official transcript of courses and credit) until secondary deficiencies have been made up and the Registrar has been provided with proof of this completion.

### 3. The above admission categories assume a background of course work sufficient to support studies at Langara. Without this, first enrolment in college foundations courses may be recommended.

### 4. Dean's Admission — formerly Mature Student Admission.

Applicants not eligible for Regular or Conditional Admission may be granted 'Dean's Admission' by the Dean of Administrative and Student Services, or his delegate, on the basis of: age; background; previous education; and general suitability for direct entry to college level studies.

Depending on the academic background of a student, counsellors may restrict the number of courses in which such a student may register. The Dean of Administrative and Student Services will adjudicate exceptional cases and circumstances arising from the admission process.

YOU SHOULD REMEMBER THAT, BECAUSE OF THE LARGE NUMBER OF STUDENTS ENROLLING, LANGARA CAMPUS IS NOT ABLE TO GUARANTEE REGISTRATION IN SPECIFIC PROGRAMS OR COURSES EVEN IF YOU HAVE BEEN GRANTED ADMISSION. REGISTRATION IS ALSO DEPENDENT ON HAVING THE PREREQUISITES OF INDIVIDUAL PROGRAMS OR COURSES.

## REGISTRATION PRIORITY

Priorities for registration in any term will be determined by a system of student number coupled with Grade Point Average (GPA). Please go to Student Services for details.

## HOW TO ENROL

### Procedure for enrolling for the first time in Arts and Science Programs

- Before you register, you must go to the Student Services Centre for pre-admission counselling, assessment, and course planning. You may arrange for an interview during your graduating year at a B.C. secondary school and before you have received your British Columbia Secondary School Statement. Indeed, you should have your interview in the spring if you are planning to enrol in the fall term immediately. In secondary school you may make application any time after the 15th day of the second month of the term preceding that in which the student wishes to register.
- You should bring to the interview:
  - An official record of academic standing from your previous school or college (e.g. British Columbia Secondary School Statement, complete).
  - Any records, certificates, and recommendations from your previous education.
  - Proof of permanent resident status (if required).The counsellor's evaluation from this interview becomes part of your permanent record after registration.
- AT THE TIME OF THE INTERVIEW, THE COUNSELLOR WILL GIVE YOU A COURSE PLANNING FORM RECOMMENDING A SUGGESTED PROGRAM AND SEQUENCE OF COURSES AND WILL USE IN REGISTRATION AND WHICH YOU MUST PUT ON ALL DOCUMENTS YOU SUBMIT DURING REGISTRATION. THE IDENTIFICATION NUMBER INDICATES YOU HAVE MET THE GENERAL REQUIREMENTS FOR ADMISSION TO LANGARA CAMPUS BUT HAVE NOT REGISTERED IN ANY COURSE. IT HAS NO VALIDITY AFTER THE REGISTRATION PERIOD FOR WHICH IT WAS ISSUED UNLESS IT IS CONVERTED TO A PERMANENT REGISTRATION NUMBER BY REGISTERING.
- If your background so warrants, your maximum course load may be restricted by the counsellor. This decision will be made during the interview with the counsellor.



- 5) Following your application interview, you will be informed of your registration date. If this information is not available at application time it will be mailed to you.
- 6) During the registration days at the beginning of the term (see pages i-iii), you will appear as scheduled by your identification number. You should bring to registration:
  - a) The identification number assigned at your pre-admission interview.
  - b) The Course Planning Form (white copy) prepared by the counselor.
  - c) Records or transcripts of previous academic standing to provide proof that you have pre-requisites for specific courses.
  - d) Fees.
  - e) English Placement Test results — if applicable.
  - f) Mathematics Diagnostic Test results — if applicable.
- 7) At registration, you will receive a student card which also serves as a library card. You should carry this card (which shows your Permanent Registration Number) at all times because it is required to borrow library books, as identification during exams, and for admission to student functions.

### **Guided Independent Study Courses**

Langara Campus offers a number of guided independent study courses which use a combination of print materials, cassette tapes, and tutorials. These courses, not all of which may be available through G.I.S. every term, are: English 127, 128, 229, 323 and 424; French 115, 215, 117, 217, 119 and 219; Sociology 120 and 121; and Psychology 115 and 215. Off-campus students (who will have priority at registration) may take these courses by correspondence, but on-campus students taking regular courses may also enrol. The courses are recommended only for students who are confident of their ability to work independently. Like all Langara courses, they must ordinarily be completed during the semester in which you enrol. For further information on the courses or on how to register for them, contact the Student Services office at Langara.

### **Procedure for enrolling for the first time in Career Programs**

Applicants for admission to career programs who satisfy the criteria for admission to their program will be admitted on a "first come, first served" basis. For admission requirements for career programs, see the portion of this calendar devoted to the description of specific programs (pages 29 to 121).

- 1) New applications for any program will be accepted during the ten-month period immediately preceeding the program intake date.\*
  - i.e. — March 1st to December 31st for January intake
  - November 1st to August 31st for September intake
  - July 1st to April 30th for May intake

Applications received prior to this will not be accepted.

\*Theatre Arts Program — Please see pages 41 to 45.

Selection of applicants for most programs generally takes place four months prior to program intake date. Thereafter, applicants will be considered only if seats are available in the program.

- 2) Senior secondary school graduation is the normal pre-requisite for admission to career programs. However, many applicants enter programs without this because of other qualifications and experience. Some career programs require such special submissions and procedures as interviews, testing, auditions, or portfolios.
- 3) Applicants who satisfy the criteria for admission to the program of their choice will be admitted on a "first come, first served" basis. It should be pointed out that the college reserves the right to limit admissions to those applicants, who in the opinion of the college, possess the requisite capabilities for success.
- 4) Applicants in Grade 12 in British Columbia at the time of application who otherwise satisfy the criteria of a program of their choice, may be considered for tentative acceptance based on mid-term marks. Final acceptance will be subject to confirmation of Grade 12 completion.
- 5) Applicants must meet appointment times and dates for testing and interviews.
- 6) Normally, applicants will be notified of acceptance or non-acceptance two to three months prior to commencement of instruction. Unsuccessful applicants may apply for other programs where space permits or for enrolment in Arts and Science studies.
- 7) Successful applicants will be required to submit a non-refundable deposit (\$150.00 or the total tuition fee, whichever is less) and, if applicable, to satisfy medical requirements. (Deposits will be refunded if applicants do not meet medical requirements or do not complete Grade 12.)

**NOTE:** Because facilities for programs are limited, we cannot guarantee admission into any program even though you may fulfill minimum requirements.

- 8) If accepted into a career program, you will be so notified by letter. That letter will give you a day and hour for registration.

### **Procedure for re-enrolling**

- 1) If you are a returning student, you must re-register for each term in which you wish to enrol. If an Arts and Science student, you will appear as scheduled by your permanent registration number and your most recent TERM grade point average (G.P.A.) during the registration days at the beginning of the term. If a Career Program student, you will be so listed and you will register as noted in the term schedule.
- 2) You should bring to registration:
  - a) A Statement of Grades from your last term of registration.
  - b) Proof of satisfactory completion of pre-requisite requirements, if appropriate, for any course in which you plan to register.
  - c) Fees (an advance fee may be required of students re-registering in career programs).



## Changes

The Course Planning Form given to you by your counsellor (see page 7) is a suggested selection of courses consistent with your expressed educational goal. If you have any queries regarding this plan or concerns about changes you should again see a Langara counsellor either before or during registration. If you wish to add or change a course after registration, you must report to the Late Registration and Change area during its operation. There you may discuss the matter with a counsellor and make the necessary changes in your program if classroom space is still available. Counsellors will help you as much as possible, but the responsibility for the final choice of courses is yours.

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## FEES

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### Tuition and Health Services

All courses are \$25.00 per credit. Tuition is \$24.67 per credit, plus a health services fee of 33 cents per credit, bringing the combined total to \$25.00 per credit. The maximum fee per term, tuition and health services, is \$375.00 (\$370.00 maximum tuition and \$5.00 maximum health services).

### Student Union

\$8.00 basic, plus a national student fee of \$3.75, plus \$3.00 per course to a maximum of \$26.75.

### Student Activity

\$1.00 per course to a maximum of \$5.00.

### Materials

Some courses (e.g. Lab; Computer Science; Studio courses etc.) carry a materials fee of \$3.00 per credit to a maximum of \$36.00.

**NOTE:** The maximum fee payable is \$442.75 (tuition plus health services, student society, student activity and materials . . . see above).

### Non-Credit Courses

Fees for non-credit registration are the same as for credit registration.

### Late Registration

\$5.00 per course per term to a maximum of \$25.00 per term.

### Guided Independent Study

Fees for guided independent study courses are the same as for regular courses (see Tuition and Health Services above).

## Change

\$30.00 for each and every drop/add transaction — no extra charge for adding a course, the regular course credit fee per credit hour applies.

PLEASE NOTE THAT ONLY TUITION IS INCOME TAX DEDUCTIBLE. EARLY IN THE YEAR YOU WILL RECEIVE AN OFFICIAL FEE RECEIPT FOR INCOME TAX PURPOSES SHOWING ONLY TUITION. OTHER FEES WILL NOT BE INCLUDED ON YOUR OFFICIAL RECEIPT FOR THEY ARE NOT INCOME TAX DEDUCTIBLE.

## Fee Refunds

Fifty per cent (50%) refund during the first two weeks after registration. NO REFUNDS BEYOND THAT TIME.

## Fee Payment

- 1) Registration is not complete until all fees are paid. Please make your cheques or money orders payable to "Vancouver Community College".
- 2) If your cheques are not honoured where drawn, you will be excluded immediately from classes. If you are then allowed to complete registration by cash payments or by certified cheque, you may be re-admitted to all classes on payment of an additional fee of \$5.00 per course for late registration. In following terms, you will be required to pay your fees in cash or by certified cheque.

## Fee Receipts

Official fee receipts are issued once a year. They must be retained for income tax purposes. Duplicate receipts are not issued. It is essential therefore, that you keep your fee receipt in a safe place when you receive it.

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## GRADING AND RECORDS

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### Term Work

Term essays, projects, and reports assigned during the term account for 65 to 80 percent of the grade for each course. The final examination provides an additional means of measuring achievement. Considering this, it is vital for success in any course or program at Vancouver Community College, Langara Campus, that you maintain a consistent effort in all assignments and classwork. Many instructors have tutorial periods available every week, particularly for students who need extra help.

### Attendance

You must attend all classes, lectures, laboratories, workshops and seminars. Irregular attendance may result in your exclusion from classes. Absence for any cause in no way relieves you of the responsibility for



completing the work of the course to the satisfaction of the instructor. If you are unavoidably absent because of illness or some other acceptable cause, you are still responsible for class work or assignments missed. If repeated absences are due to illness, you may be asked to submit a medical certificate. If you are absent during the term from any examination for which due notice has been given, you may be required by the instructor to report to the Student Services Centre upon your return to the College.

## Final Examinations

To receive course credit, you must write the scheduled final examination for each course taken. The schedules are displayed prominently about the campus at least ten days before the examinations begin. To get credit in your courses, you must accept a commitment to be available for these examinations, as scheduled. You may not expect any re-arrangement of examination times unless you have two or more exams scheduled at the same time. In such cases, you must report such clashes to the Administration Office. If you have attended a course throughout the term, but owing to illness or other special circumstances, are unable to write a final examination, you may apply to the registrar for "aegrotat standing", that is, a grade based upon the term's work. Such applications must be substantiated by a medical certificate or other appropriate documentation.

## Grades and Grade Points

Vancouver Community College, Langara Campus uses a letter system to grade your achievements.

Letter Grade		Grade Point Equivalent
A	Distinguished Achievement . . . . . For consistently distinguished accomplishment in examinations, reports, and class participation.	4
B	Above Average Achievement . . . . . For consistent mastery of the subject matter of this course.	3
C+ } C } C- }	Average Achievement . . . . . For sufficient comprehension of the subject matter.	{ 2.5 2 1.5
P	Minimum Passing . . . . . For completion of a course but with below average achievement. (College credit will be granted but you will not normally be permitted to proceed to the next course.)	1
F	Insufficient Achievement . . . . . For completion of a course without demonstrating sufficient knowledge of the content to receive credit.	0

## Letter Grade

## Grade Point Equivalent

N	No Credit . . . . . If you cannot be awarded an A, B, C+, C, C-, P, or F and are ineligible for a W. This includes the student who, having registered in a course: 1) Ceases to attend or to participate in class work after the final withdrawal date (first day of the last month in any term i.e. December 1, April 1, August 1). 2) Does not write the final examination.	0
S	Satisfactory . . . . .	Not to be included in the Grade Point Average
U	Unsatisfactory . . . . .	Not to be included in the Grade Point Average

The "S" and "U" grades are for evaluation of achievement in the field work courses in some Career Programs. The courses employing "S" and "U" grades are identified in their calendar descriptions.

## Symbols

O	O in the credit column indicates no credits in this course.	
W	Withdrawal (no credit) . . . . . For the student who after the course change period is granted a withdrawal from a course or courses for medical, compassionate or other reasons considered acceptable by the college.	Not to be included in the Grade Point Average
X	Duplicate course (no credit) . . . . . When a course is repeated the more recent grade will be used in the calculation of the grade point average; however, both grades remain on the permanent record. It should be noted that this system functions for courses repeated as of the 79/3 term and thereafter only. Credit will be granted only once for a course regardless of the number of times a course may be successfully completed. A repeated course is known as a duplicate course.	Not to be included in the Grade Point Average
*	Indicates that the student took the course on a non-credit basis.	Not to be included in the Grade Point Average
#	Grade not available at time of printing.	



## **Withdrawals**

To receive this "W" standing, you must comply with the formal withdrawal procedure at the Student Services Centre. If you do not complete a course and/or fail to write the examination but fail to withdraw officially, you will receive an "N" grade. The final withdrawal date is the first day of the last month in any term (i.e. December 1, April 1, August 1).

After the final withdrawal date, if you wish to leave a course for reasons of doubtful successful completion, you will receive an "N" grade.

In the calculation of the grade point average, an "N" grade is included and carries a grade point equivalent of "O".

For withdrawal dates in the sections 50 and 60 terms please see the schedule on pages i-iii.

## **Registering on a Non-Credit Basis**

With the exception of those courses which must be restricted to students in a particular program, all courses offered at Vancouver Community College, Langara Campus may be taken on a non-credit basis by students who have the necessary pre-requisites. No marks or credit will be awarded, but the course name and number will appear on the student's record together with the symbol (\*) indicating the course was taken on a non-credit basis.

Fees for non-credit registration are the same as for credit registration.

**Conversion from a non-credit to a credit basis or from a credit to a non-credit basis is not permissible either during or after the term.**

## **Grade Point Average (GPA)**

Grade point averages are reported on each Statement of Grades. To find your GPA, multiply the letter grade point equivalent for each course by the number of credits granted for that course. Then add up these figures for all courses and divide the total by the total of credits for all courses you have taken (not including courses graded S or U or W).

## **Overall Grade Point Average (GPA)**

To find your overall GPA, multiply the letter grade point equivalents for all courses on your permanent record by the number of credits granted for all courses. Then add up these figures for all courses and divide the total by the total of credits for all courses you have taken (not including courses graded S or U or W). If you repeat a course, only the more recent grade will be used in calculation of your grade point average although the original grade will remain on your record.

## **Statement of Grades**

A Statement of Grades is mailed to students each term within one week following the last scheduled examination in that term. Grades will not be released to students prior to the mailing date and time, and they are never released to anyone else without the student's permission. You must meet all obligations relating to fees, library books or fines, and borrowed equipment before the college will release a Statement of Grades, Transcript, Diploma or Certificate. You must submit to the Stu-

dent Services Centre, a permanent address to which term-end Statements of Grades can be mailed. If you change your name or permanent mailing address, please report the change to the Student Services Centre.

## **Academic Freedom**

The College recognizes Academic Freedom. For clarification of the term academic freedom see either the Dean of Instruction or the Dean of Administrative and Student Services.

## **Appeal of Final Grades**

APPEAL OF A FINAL GRADE MUST BE MADE WITHIN 14 DAYS OF THE DATE THE GRADES WERE MAILED.

Please contact Registrar's Office for detailed procedure for Appeal of Final Grades.

## **Grievance Procedure**

Please contact Registrar's Office for details of Grievance Procedure.

## **Advanced Placement/Equivalent Credit**

Please contact Student Services for information on the above.

## **Academic Record and Official Transcripts**

The Student Services Centre maintains a permanent record of your courses, credits, and grades.

An official transcript is a copy of a student's permanent record bearing both the signature of the registrar (or delegate) and the seal of the college.

You may acquire official transcripts in Student Services on request. You must apply for a transcript in person or by written request well in advance of the time for which you need it. The fee for transcripts is two dollars (\$2.00) for each copy.

Generally, you must pay such fees in advance, but at the discretion of the registrar you may be billed after transcripts are issued. When you submit your request by mail, return delivery of the transcript usually requires about one week.

**N.B. IF YOU WILL NEED OFFICIAL TRANSCRIPTS AFTER FINAL EXAMINATIONS PLEASE ORDER THEM BEFORE CLASSES TERMINATE.**

## **Transfer to other Institutions**

If you plan to transfer from Vancouver Community College, Langara Campus to another educational institution, you should consult the registrar of that institution to determine the transferability of courses you have taken at Langara Campus. The institution to which your official transcript is sent may evaluate your courses, appraise your letter grades, and compute your grade point average in accordance with its own policies and regulations. If you plan to transfer, you should discuss your plans with a college counsellor, bearing in mind that responsibility for final choice of course/program is yours.



## MAINTENANCE OF STANDING

### **Re-Admission**

If you are returning to Langara, you must re-register for each term. At registration, you must present the Statement of Grades from your most recent term at Langara.

Requirements for Re-Admission (see also Grades and Grade Points, page 12):

By Course:

- 1) Registration in a College course with a pre-requisite at the College level requires a grade of 'A', 'B', 'C+', 'C' or 'C-' in the pre-requisite College Course.
- 2) College credit will be granted for the grade 'P', but advancement to next course level will not normally be permitted.
- 3) The College reserves the right to restrict or refuse re-registration in a course in which a grade of 'P', 'F', 'N', 'U' or 'W' has been received.

By Program:

- 1) If you receive grades of 'P', 'F', 'N', 'U' or 'W', in any of your program courses, you must receive departmental permission to proceed in the program.

### **Board of Admissions**

Unique cases and circumstances arising from the process of re-admission which are incapable of resolution within existing policies and procedures of the college may be referred through the Dean of Administrative and Student Services to the Board of Admissions for resolution.

## STUDENT/FACULTY RESPONSIBILITIES

- 1) You have a responsibility to be familiar with all policies at Langara Campus relating to students and their conduct. Please contact the Registrar's Office for specific policies not laid out in this calendar. In any case of dispute, ignorance of regulations cannot be used as an excuse.
- 2) The College recognizes Academic Freedom. For clarification of the term academic freedom see either the Dean of Instruction or the Dean of Administrative and Student Services.
- 3) Your instructor has a responsibility to provide you with frequent evaluation throughout the semester. You have a responsibility to keep your work up-to-date so that your instructor can inform you of your progress. Remember that final examinations constitute no more than 20 to 35 percent of your final grade.
- 4) Your instructor has a responsibility to keep regular office hours (and tutorial or seminar hours for the fourth hour of day sections where applicable). You have a responsibility to take advantage of these times to discuss problems or questions you may have.

## STUDENT SERVICES CENTRE

If you need any help or information about Langara Campus and your place in it, visit the Student Services Centre. This centre, located on the main floor of the instructional building just east of the main doors, contains the office of the Dean of Administrative and Student Services, the Registrar's Office, the Records Office, the Counselling Department, the Admissions Office, and the Financial Aid Office. The dean is responsible for all administrative and student service functions and the operation of the following: the cafeteria, the bookstore, day care, health services, financial aid, building services (parking and cleaning), refunds and tax receipts and Student Union.

### **A. Counselling Department**

Professional counsellors are available the year round from 0900 hours to 1830 hours Monday through Thursday, and Friday from 1100 hours to 1600 hours. The office is open to enquirers and applicants as well as past and present students. Counsellors will help you with:

- 1) Admissions — Enrollment Advising
  - a) interviewing for admission; procedures of application; review of educational background; determination of advance credit; course planning.
  - b) course changes; withdrawal procedures; interviews for re-admission; determination of diploma and certificate completion for career programs.
  - c) academic advice and information about general educational opportunities; university transfer information.
- 2) Counselling and Guidance
  - a) interview for vocational, educational, and personal counselling.
  - b) consultation about testing; guidance information; referral to college and community resources.
  - c) conducting personal development groups.

### **B. Registrar's — Records Office**

Even before you have officially registered as a student, you may get from the Records Office:

- a) calendars
  - b) term schedules
  - c) information about the registration process
  - d) application forms for employment as a student aide
- After you have registered, you will find this office helpful in providing:
- a) I.D. cards and information about permanent registration numbers
  - b) verification of your courses
  - c) a lost and found service
  - d) emergency contacts with students enrolled at Langara Campus
  - e) contact with security and building maintenance personnel



The Records Office also handles all matters concerned with grading, including:

- a) appeal of final grades
- b) aegrotats
- c) information concerning the withholding of marks

In addition, the Registrar and the Records Office provide a wide range of information about official and unofficial records:

- a) transcripts and unofficial duplicates of marks (both at the request of the student only)
- b) determination of diplomas for Arts and Science programs.
- c) proof of registration letters
- d) change of address and change of name forms (official documentation required for name change)
- e) education deduction forms

### **Lost and Found**

The Lost and Found, located in the Student Records Office, keeps articles for one term following the one in which they are found. Thereafter, they are given to charitable organizations for distribution.

### **Religious Counselling**

You may make arrangements through the Counselling Office to receive religious counsel.

### **Disabled Students**

To provide for the special needs of the disabled student, the following services are currently available. Please contact the Counselling Department at Langara for more information.

- confidential counselling (personal, educational, vocational)
- pre-registration and timetabling
- individual campus orientation tours
- campus accessibility information and maps
- special arrangements for examinations if necessary
- volunteers and student aides to assist in taping, note-taking, library research, lab work, typing, interpreting for the deaf or hard-of-hearing
- reserved parking area for cars with official stickers
- lockers available through Student Society office
- financial advice and assistance from Financial Aid Office located in counselling area
- special assistance in addition to regular year round health care from Health Services
- the Library has a large collection of taped material plus a Visualtek, cassette players, slide viewers, slides, etc., on the 2nd floor.
- P.E. and Recreation — contact the Physical Education and Recreation Department for recreational counselling and information
- English Placement Test and Math Diagnostic Test in braille, large type, and on tape

- Guided Independent Study (cassette/tutorial) courses being offered: English 127, 128 and 229 ; French 115, 215, 117, 217, 119 and 219; Sociology 120 and 121; and Psychology 115 and 215.
- Students are encouraged to make their needs known as *early as possible* prior to each registration in order that we may offer them the greatest assistance.

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## **SUPPORT SERVICES**

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### **Bookstore**

The Bookstore, on the second floor of the instructional block opposite the elevator doors, stocks texts and supplementary books for College courses as well as other books and periodicals of general interest and necessary stationery supplies. It is also the campus shop for College mugs, T-shirts, pins, cards, gift wrap and other items of special interest to Langara students.

### **The Learning Skills Center**

The Learning Skills Center provides free assistance for students who need help in reading, writing, and studying techniques and who want tutoring in a variety of subjects. The Center is located in two rooms: The Reading Laboratory (L403 on the fourth floor of the Library) and the Gold Room (A212 in the Academic Building). Students wishing to acquire reading strategies and learning skills should register for English 109 during regular registration. This course, which is taught in the Reading Laboratory, is offered *free* only to students enrolled in nine credit hours or more of regular course work; if the student is registered in less than nine credit hours, the regular fee for a three credit course applies. The Reading Laboratory also assesses students' reading and learning abilities. Students can be referred to the Reading Laboratory for testing by instructors or counsellors.

The Learning Skills Center in A212 (the Gold Room) offers free tutoring to any students who want help in mathematics, English (writing, grammar, literary analysis), and other subjects. Tutoring hours are posted on the door. The Gold Room also provides a large variety of reference books and handout sheets for mathematics, grammar, and study skills. Any student is welcome at the Gold Room during its hours of operation.

### **Health Services**

The College Health Service provides free and confidential health care on a continuing basis to students while at the college.

**Hours:** Monday to Friday 0900 to 1630

**Phone:** 324-5256

**Location:** Main Concourse opposite the elevators

**Emergency Number:** Dial 300

**Personnel:** Community health nurse, physician, psychologist, psychiatrist, orthoptist and receptionist.



**Services Offered:** Emergency treatment, treatment of minor medical and surgical problems, management of anxiety, short-term therapy, crisis intervention, relaxation training, health education for groups or individuals, health counselling, Medical Services Plan information, referral services, pregnancy tests, birth control counselling, vision tests, blood pressure checks, allergy injections, nutrition and weight control counselling.

## **The Library**

The library, located west of the quadrangle, contains many resources including books and periodicals (magazines), newspapers, annual reports, pamphlets, slides, audio cassettes, films, and information in other formats (for research or browsing). A library guide is available to show the specific locations of materials in the library.

### **Reference and Information Service**

The reference librarian's main responsibility is to help students and instructors locate materials for their learning and teaching. Reference assistance is available on the Mezzanine level of the library during library hours.

### **Catalogues**

The library's collection is listed in a microfiche catalogue. The catalogue includes materials available from the three VCC campus libraries: Langara, King Edward Campus, and the Vancouver Vocational Institute.

### **Study Space**

The main study areas are found on the third, fourth, and fifth floors of the library. A limited number of study spaces are available on all other floors for the use of the materials or equipment on that floor.

### **The Reserve Collection**

Textbooks and other books and articles selected by instructors for course reading are kept in the Reserve Collection on the first floor. Reserve materials may be signed out on short term loan.

### **Periodicals (Magazines)**

Periodicals and some newspapers may be signed out overnight at the Periodicals Desk on the second floor.

### **Media Collection**

Audiovisual materials (sound recordings, motion pictures, language tapes, etc.) are available on the second floor. Equipment for their use is provided. Most items may be signed out.

### **Photocopiers**

The library has three photocopiers for public use: two on the first floor and one on the second floor.

### **Typewriters**

Typewriters for student use are located on the first floor.

### **Library Skills**

Students can learn how to use the library efficiently by completing an individualized self-paced orientation program designed by library staff. Ask for the "Library Skills" activity sheet. Also browse through the

"Library Tactics" series of pamphlets. The various "Library Tactics" pamphlets explain how to conduct library research in a number of specific subject areas. Library skills classes are available for classes at the request of instructors.

### **Signing Out Material**

To sign out materials, you must have a Student Identification Card. You are responsible for all items checked out on your card. Fines are levied on overdue materials. Patrons are charged for any books which are lost while in their possession; the charge includes the cost of replacement, processing charges, and may also include binding costs. Check the "Library Information" sheet for further information on library loans policy.

### **Interlibrary Loans**

The library staff can assist you in locating resource materials not held by the Langara library. The library belongs to the B.C. Post-Secondary Interlibrary Loan Network and may obtain books and periodical articles from other libraries for students. Ask for assistance at the Reference Desk.

### **Library Hours**

**Fall and Spring:** Monday through Thursday — 0800 to 2100 hours  
Friday — 0800 to 1630 hours  
Saturday — 1200 to 1700 hours  
Sunday — closed

**Summer:** To be announced.

**Intersession:** Monday through Friday — 0800 to 1630 hours

## **Parking**

Student parking on campus is free. STREET PARKING IN THE AREA IS RESTRICTED, AND REGULATIONS ARE ENFORCED BY TOW-AWAY PENALTIES. The faculty parking lot is reserved for faculty, and unauthorized cars (those without appropriate windshield stickers) will be towed away at the expense of the owners. Disabled students should contact the Security Office of Langara Campus for special parking facilities.

## **Physical Education**

If you are interested in developing or maintaining physical fitness or cultivating leisure-time recreational activities, the college provides the following resources:

- 1) Service Activity Courses: see the description on page 113.
- 2) Intercollegiate Athletics: Langara Campus competes in the Totem Conference which includes two-year post-secondary institutions in the province. Institutions compete in the following sports — for men: soccer, basketball, volleyball, badminton; for women: volleyball, basketball, badminton.

Langara is also a member of good standing of the Canadian College Athletic Association which offers national championships in the following sports: women's volleyball, basketball, badminton; men's ice hockey, basketball, volleyball, badminton.



- 3) Intra-Mural (Campus Recreation) Program: The Intra-Mural program at Langara Campus provides opportunity for involvement in five main areas:
- a) league play — floor hockey, basketball, soccer, volleyball, badminton and touch football.
  - b) individual recreational activities — skating, swimming, tennis, and badminton.
  - c) Special events — swim meets, square dances, car rallies, and orienteering.
  - d) Keep-Fit Program — yoga, keep-fit, and exercise circuit.
  - e) Challenge cup — student groups may participate in sports or recreational activities of their own choice on a challenge basis.

In striving to meet their objectives, the Intra-Mural Council has designed opportunities for fun and total participation in a relaxed environment.

### **Publications**

The College newspaper, THE VOICE is published by the Journalism students at Langara Campus. It contains major news stories about all campuses of Vancouver Community College, student discussion material, entertainment and book reviews, and many other items of general student interest. It is free to all students.

### **Student Union**

Formed in 1969, the Langara Students' Union is an organization comprised of all registered students at the Langara Campus. Membership in the Union begins at registration upon the payment of membership fees. Membership ceases at the end of the semester following the last semester of studies.

In 1981, the Langara Students' Union joined with 65 other college and university students' unions from across Canada to form the Canadian Federation of Students, Canada's national union of students. The Langara Students' Union works through the Federation towards positive change on educational issues, provincially and nationally.

On campus, the primary function of the Students' Union is the protection and advocacy of the rights and interests of its members. The Union actively works for positive change on issues affecting students directly, such as student financial assistance, and indirectly, such as world peace.

In addition, the Students' Union operates as a co-operative, providing services to members. These include an inexpensive photocopy service, a student discount programme and more. From time to time, the Students' Union also holds social functions in the Students' Union Building located on the southwest section of the campus.

Both further information and copies of your Students' Union Constitution and By-laws are available from the main office of your Students' Union Building.

## **THEATRE**

Studio 58, the theatre in the basement at Langara (Room A058), presents plays throughout the year. All productions are designed and directed by professionals who also teach in the Theatre Arts Department. Students in the six-term professional training program play the parts and do the technical and backstage work.

Ticket prices are very reasonable, and you can save even more by buying a voucher book of ten tickets, good for five years. ALL Studio 58 shows have one free performance for V.C.C. students. Reservations are advised. Most performances start at 2000 hours. Call local 227 (324-5227) for more information.

## **CERTIFICATES AND DIPLOMAS**

**NOTE:** To receive a certificate or diploma, you must apply for graduation at the Student Services Centre prior to March 15, for a certificate or diploma to be received at the graduation ceremony held annually in the spring of each year. You should apply for graduation as soon as you complete certificate or diploma requirements, regardless of the term.

### **Certificates**

If you complete successfully the requirements of a two-term Career Program (one academic year; at least 50% of which **MUST** be completed at Langara . . . this 50% must be the final 50% of your program), you are eligible to receive a Vancouver Community College, Langara Certificate. In the 1986/87 college year, Langara will offer the following certificate programs:

- Accounting Post Diploma
- Computer Information Systems Post Diploma
- \*Early Childhood Education
- Early Childhood Education: Special Education Post Basic
- Journalism
- Realty Appraisal (Extended Day Option)
- \*Small Business Development
- Special Education Assistant
- Social Service Worker

\*The Small Business Development Program and the Early Childhood Education Program require the satisfactory completion of three terms of study.

This calendar lists certificate requirements specific to each program (see index).

### **Diplomas**

If you complete successfully the requirements of a four-term program (two academic years or the equivalent), you are eligible to receive a Vancouver Community College, Langara Diploma.



Exceptions are, the Computer Information Systems Program, the Nursing Program and the Theatre Arts Program which require the satisfactory completion of six terms of study; the Court Reporter Program and the Food Services Technician Program require five terms.

In the 1986/87 college year, Langara will offer the following Diploma programs.

Arts and Science  
 Arts and Science (Canadian Studies) (See page 25)  
 Arts and Science (Classical Studies) (See page 25)  
 Arts and Science (Commerce) (See page 48)  
 Arts and Science (Computer Systems Technologist) (See page 154)  
 Arts and Science (Latin American Studies) (See page 25)  
 Arts and Science (Physical Education) (See page 26)  
 Accounting  
 Art in Merchandising  
 Business Management  
 Computer Information Systems  
 Computer Information Systems Co-operative Education  
 Co-ordinated Studies  
 Court Reporter  
 Criminal Justice  
 Finance and Investment  
 Fine Arts  
 Food Services Technician  
 General Education  
 Journalism  
 Library Technician  
 Marketing and Sales  
 Nursing  
 Pacific Rim (Business Option)  
 Photography Technician  
 Realty Appraisal  
 Recreation Facilities Management  
 Recreation Leadership  
 Theatre Arts

A diploma requires the successful completion of at least 60 credit hours with at least 6 credit hours in the English Department and a minimum of 50% of your studies at Langara. This 50% must be the final 50% of your studies. For any exceptions to this regulation prior approval must be obtained. Please make application to the Graduation Adjudication Committee in Student Services.

You may use courses for only one Langara diploma. If you desire an additional Langara diploma, you must earn the necessary 60 credits with courses not used for the previous diploma.

General requirements for the Arts & Science, Co-ordinated Studies, and General Education Diplomas are listed below. For all other programs, you will find specific requirements listed elsewhere in the calendar (see index).

**ARTS AND SCIENCE** This diploma allows a degree of concentration in academic areas of interest for those students who plan two years of

college study. With appropriate selection of courses, this diploma is suitable for students planning studies beyond the two-year college level.

You must select at least 45 credit hours from courses offered by one or more of the English and Modern Language, the Humanities and Social Science, or the Mathematics and Science Divisions. You may not select the 45 credit hours from those courses designed, for the most part, for Career diplomas (these courses are designated by an asterisk in the calendar). Students taking English courses must include one of English 127 or English 128 and one of English 229 or English 230 within the above-mentioned 45 credit hours. If you so wish, all or some of the remaining 15 credit hours may be selected from Career Courses.

**ARTS AND SCIENCE (CANADIAN STUDIES)** For the Diploma in Arts and Science (Canadian Studies) you must complete:

- 1) Canadian Studies 120 and 250
- 2) The requirements of the diploma in Arts and Science, including at least five of the following (a maximum of two courses from any one discipline): Anthropology 150, 221, 240; Economics 115, 116, 221; English 325; French (any course, maximum of two courses); Geography 120, 130, 150, 155; History 116, 216, 117, 217, 161, 369; Philosophy 226; Physical Education 261; Political Science 117, 119, 209, 219; Sociology 121; Women's Studies 116, 216.

- 3) Canadian Studies 105 — attendance at a one semester series of lectures on Canadian topics presented in weekly two hour sessions;

OR

satisfactory completion of one Special Project specifically related to Canadian Studies to be supervised and determined by the department.

**ARTS AND SCIENCE (CLASSICAL STUDIES)** For the Diploma in Arts and Science (Classical Studies) you must complete:

- 1) Latin 115, 215 and/or Greek 115, 215 and History 111, 211.
- 2) The requirements of the diploma in Arts and Science including at least four of the following: Anthropology 185; Art History 114, 214; Classical Literature 111, 211; English 181; History 113, 114, 213, 214; Philosophy 100; Religious Studies 230; and other such relevant courses as may be offered from time to time.
- 3) Registration and attendance for one semester at a weekly colloquium on classical topics. No registration fee.

**ARTS AND SCIENCE (COMMERCE)**

See program requirements (page 48)

**ARTS AND SCIENCE (COMPUTER SYSTEMS TECHNOLOGIST)**

See program requirements (page 154)

**ARTS AND SCIENCE (LATIN AMERICAN STUDIES)** For the Diploma in Arts and Science (Latin American Studies) you must complete:

- 1) Latin American Studies 100, 101 and Spanish 115 (or equivalent proficiency).



- 2) At least *four* of the following courses:  
 Anthropology 195 (Anthropology of Latin America)  
 Anthropology 230  
 Economics 195 (An Introduction to the Economics of Latin America)  
 Geography 160  
 Geography 195 (Geography of Latin America)  
 Latin America Field School  
 Sociology 195 (Sociology of Latin America)  
 Spanish 215 (note: if equivalent proficiency is granted for Spanish 115/215 the student may take up to a maximum of two Spanish courses chosen from Spanish 119, 219, 301, 401. In this case the student must choose a further three courses from this list (not including the mandatory Latin American Studies 100 and 101).
- 3) Latin American Studies 106 — attendance at one semester series of lectures on Latin American topics (no registration fee).

**ARTS AND SCIENCE (PHYSICAL EDUCATION)** For the Diploma In Arts and Science (Physical Education) you must complete:

- 1) A minimum of 3 to a maximum of 18 credit hours selected from appropriate university transfer, physical education and/or recreation courses numbered 160 or higher (designated by a triangle) plus
- 2) A minimum of 6 to a maximum of 16 credit hours selected from appropriate university transfer, physical education and/or recreation courses numbered from 130 to 159 (designated by a triangle) plus
- 3) The balance of the credit hours must be selected from courses offered by one or more of the English and Modern Languages, the Humanities and Social Sciences, or the Mathematics and Science divisions and **MUST** include a minimum of 6 credits from offerings in the English Department as follows: one of English 127 or English 128 and one of English 229 or English 230.

**NOTE:** IT IS ESSENTIAL THAT EACH STUDENT APPLYING FOR A DIPLOMA IN ARTS AND SCIENCE COMPLETE 60 CREDIT HOURS OF STUDY (SEE PAGE 24)

**DIPLOMA IN CO-ORDINATED STUDIES** You must successfully complete a recognized college certificate program equivalent to at least 30 Langara credit hours (subject to evaluation by the Counselling Department, Langara) plus one year of study in Arts & Science (30 credit hours) at Langara. You must choose a minimum of 6 credit hours from the offerings of the English Department. Note: this is the only Diploma for which certificate credit may be granted toward a Diploma.

**DIPLOMA IN GENERAL EDUCATION** This diploma is appropriate if you prefer a diverse selection of courses and do not necessarily plan to undertake university study. You may select the basic requirements of 60 credit hours from any of the Langara divisions: Career, English & Modern Languages, Humanities and Social Sciences, or Mathematics & Science. You must choose a minimum of 6 credit hours from the offerings of the English Department.

**APPEALS** You should submit appeals regarding evaluation to the Graduation Adjudication Committee as established by the Campus Principal.

## Dean's List

Diploma or certificate candidates who achieve a grade point average of 3.50 or greater in any two terms in the twelve-month period prior to their completion of the diploma/certificate requirements at Langara Campus and who were registered in 12 credit hours or more in each of the two terms are eligible to be placed on the Dean's List. The Dean's List is printed once a year in the May Graduation Ceremonies Program.

## COLLEGE PROGRAMS AT LANGARA CAMPUS

### College Programs

A college course at Langara Campus normally consists of three or more hours of classwork per week in one subject area for a four-month period.

A college program consists of a planned selection of courses which together provide purposeful study towards some definite educational or occupational goal.

### College Arts and Science Programs

The college offers programs in a number of subject areas at Langara, including English, Mathematics, Humanities and Social Sciences, Physical and Life Sciences, Modern Languages, and Physical Education. You will find requirements in these programs very flexible. Most of the courses in these fields have transfer credit at universities in British Columbia.

With appropriate course selection, you may progress to a College Diploma in Arts and Science, to specialized training in a career field, or to advanced study at other post-secondary institutions. Many of these programs are available through evening classes.

### College Career Programs

Langara offers career programs developed with the co-operation of community-based advisory committees in fields which lead to careers in the arts, business, industry and community services. Because of their specialized nature, career programs allow students to enrol in only a limited number of electives.

To apply for admission to a career program, you must submit a special application (available from Student Services). Applications are considered in the order in which they are received. It is advisable to submit your application prior to April 30 if you are considering a September intake program. The earliest that you can submit an application for programs commencing in September is November 1, of the previous year and applications should be submitted as soon as possible after that date. Applicants who meet criteria for admission are accepted on a "first come, first served" basis. The Board of Admissions may adjudicate special cases. Student Services will provide you with dates for application for admission to programs starting at times other than September.



Career programs are usually either two or four terms in duration, requiring one or two years to complete. Exceptions: Court Reporter and Food Services Technician — five terms; Nursing, Computer Information Systems Co-operative Education and Theatre Arts — six terms. You must complete all the prescribed courses in order to qualify for either a diploma at the completion of a two-year program or a certificate at the completion of a one-year program. A certificate will not be granted for completion of one year of a two-year program.

### **College Co-ordinated Programs**

Diploma programs combining work at two or more Vancouver Community College Divisions are available in a number of specialties. Many of the programs offered at the Vancouver Vocational Institute, for example, may be combined with study at Langara for Co-ordinated Diploma standing.

You may obtain details of diploma requirements in specific specialties, from counsellors at either Langara or at the Vancouver Vocational Institute. (See page 26)

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## **COURSE DESCRIPTIONS**

### **Course Numbering**

All credit courses at Langara are designated by a three-digit number. The subject field of the course precedes the number, and the credit hours assigned to the course are indicated in parentheses following. In many cases, courses carry descriptive titles and these follow the course name and number.

Example: History 117 (3)

B.C. History I

In general, the first digit of the three-digit course number indicates the term in which you may first take the course. For example, because the first digit of CHEMISTRY 215, is "2", you may not take this course until you have completed at least one previous course in chemistry — in this case CHEMISTRY 115.

### **Prerequisites**

Prerequisite requirements, where applicable, are included in course descriptions. In the case of a number of career programs, specific prerequisites are not indicated. Acceptance in these courses generally depends on the degree of your success in the previous term.

Though certain courses numbered at the 200 level or above do not call for specific prerequisites, the College feels that you should complete at least one term of appropriate Langara studies before attempting such courses. You should select your courses with care to ensure that you undertake a College program that will not only fulfill College Certificate and Diploma requirements but also best meet your future educational and career needs.

As indicated previously, you must remember that the final responsibility for selection of courses rests with you.

### **Credits**

The standard unit of credit represents a minimum of one hour per week of classroom work for a term. Most courses carry three units of credit but require more than three hours of classroom work or the equivalent in laboratories, seminars, tutorials, etc.

Credits are indicated in parentheses immediately after each course number.

### **Hours of Instruction**

The number of hours of lectures, seminars or tutorials, and laboratory work per week is shown following the course description. It is given as a series of three numbers. For example: 3:1:0 indicates that a course consists of 3 hours of lecture, 1 hour of seminar, and 0 hours of laboratory work per week.

### **Courses Offered**

The following courses with few exceptions will be offered at Vancouver Community College, Langara, during the three terms comprising the 1986/87 College year. Not all courses will be offered during any one term. Offerings depend upon the number of students registered for various courses, and the availability of faculty and classroom accommodation.

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## **CAREER PROGRAMS**

The following full-time career programs will be offered during the 1986/87 College year.

### **APPLIED ARTS**

Art in Merchandising Program  
Journalism (Certificate and Diploma) Programs  
Photography Technician Program  
Theatre Arts Program

### **BUSINESS ADMINISTRATION**

Accounting Program  
Accounting Post Diploma Program  
Arts and Science (Commerce) Program  
Business Management Program  
Computer Information Systems Program  
Computer Information Systems Co-operative Education Program  
Computer Information Systems Post Diploma Program  
Finance and Investment Program  
Marketing and Sales Program  
Pacific Rim (Business Option) Program  
Pacific Rim (Transfer Option) Program  
Realty Appraisal Program (Day Option)  
Realty Appraisal Evening Program (Extended Day Option)  
Small Business Development Program



## COMMUNITY SERVICES

Court Reporter Program  
Criminal Justice Program  
Early Childhood Education Program  
Early Childhood Education:  
Special Education Post Basic Certificate Program  
Food Services Technician Program  
Library Technician Program  
Social Service Worker Program  
Special Education Assistant Program

## FINE ARTS

Fine Arts Program

## NURSING

Nursing Program

## PHYSICAL EDUCATION & RECREATION

Recreation Facilities Management Program  
Recreation Leadership Program

You should address enquiries regarding career programs to the Student Services Centre.

## APPLIED ARTS PROGRAMS

The College reserves at its discretion, some propriety rights in works of art produced by students with college materials.

### *Art in Merchandising Program*

The field of visual merchandising offers employment opportunities for those with a sound knowledge of display, graphic and interior design. The prime objective of the Art in Merchandising Program is to prepare students for a career in the fields of display and visual merchandising as well as to provide an understanding of business, generally and specifically, the nature of the expectations and demands of business as they relate to art.

Students entering this program should have an art related background with some experience in basic design, drawing, colour theory and drafting. This program directs students toward a career in the business field, particularly display, however it should be noted that job opportunities in graphic and interior design are limited without further training.

Candidates for this program will be required to present a portfolio of their work when called to a selection interview.

Art in Merchandising studio workshops involve lectures and practical work with emphasis on design related to visual merchandising. Subjects include basic design and colour theory, store planning perspective drawing and drafting, fashion history typography, layout and paste up.

### **Admission Requirements:**

In order to be admitted to the program:

- You must have a complete B.C. grade 12 standing or equivalent with

Mathematics 11. If you are a mature student with slightly less than the required academic standing, you may be accepted into the program provided you can demonstrate the ability to handle college level academic work.

- Preference will be given to those who have secondary school art courses and drafting.
- To be considered you must attend an interview to which you must bring a portfolio of art work. Examples of some of the following should be included: basic design, commercial design, drawing, drafting and fine art. (Photographs of large or three dimensional work are preferred.) Interviews are usually conducted in May.
- Your application will not be processed unless it is complete and accompanied by a transcript (if applicable). Please refer to the general requirements for enrolling for the first time in Career Programs (see page 8).

### **FIRST TERM**

Small Business 115  
Communication 115  
Art History 112  
Art in Merchandising 118  
Art in Merchandising 128  
Art in Merchandising 138

### **THIRD TERM**

Advertising and Sales Promotion  
321  
Psychology 117  
Art in Merchandising 318  
Art in Merchandising 328  
Art in Merchandising 338

### **SECOND TERM**

Communication 118  
Art History 212  
Marketing 115  
Art in Merchandising 218  
Art in Merchandising 228  
Art in Merchandising 238

### **FOURTH TERM**

Marketing 321  
Art in Merchandising 418  
Art in Merchandising 428  
Art in Merchandising 438  
Art in Merchandising Field Work  
429

There is a materials fee each term for basic supplies required in the Art in Merchandising courses.

**NOTE:** You must have a minimum grade of "C" in each Art in Merchandising Course before you are eligible to enrol in the following term of the program.

These courses are restricted to students enrolled in the Program.

### **\*Art in Merchandising Field Work 429 (3)**

A one day a week practicum to allow students to obtain "on the job" training in the business community. **0:2:4**

### **\*Art in Merchandising 118 (3) and 218 (3)**

#### **GRAPHIC DESIGN**

The study of type and basic design as applied to advertising. **2:0:4**

### **\*Art in Merchandising 318 (3) and 418 (3)**

#### **GRAPHIC DESIGN**

Applying the basic design principles of Graphic Design in the media, i.e. newspapers, magazines, billboards, corporate image and the print medium. **2:0:4**



**\*Art in Merchandising 128 (3) and 228 (3)**

**VISUAL PRESENTATION DESIGN**

Basic design principles as applied to display.

**2:0:4**

**\*Art in Merchandising 328 (3) and 428 (3)**

**VISUAL PRESENTATION DESIGN**

Further study of composition, design and color as related to visual presentation in stores, shows and exhibitions.

**2:0:4**

**\*Art in Merchandising 138 (3) and 238 (3)**

**INTERIOR DESIGN**

The study of the elements of design, colour theory and the history of furnishings and architecture as well as drafting and presentation techniques.

**2:0:4**

**\*Art in Merchandising 338 (3) and 438 (3)**

**INTERIOR DESIGN**

Further studies in space planning, materials, history, rendering and professional procedures with emphasis on store planning and design.

**2:0:4**

**Journalism Program**

The Journalism Program trains writers for general news assignments and introduces them to many important aspects of the communications industry. The program is print oriented but offers sufficient opportunity for developing broadcast-reporting skills. Because the terms are largely self-contained, it is sometimes possible for those with appropriate experience to go straight into second or third term of the journalism specialty.

The program is offered in two distinct patterns, both starting in September: the Regular stream, over four terms with a summer break in the middle; OR the Certificate stream, over two consecutive terms.

The CERTIFICATE stream is designed to give students with many college credits the opportunity to take specialized journalism training at high speed. To be eligible for the Certificate stream you must have advance credit for SEVEN of the Academic courses currently required in the Regular stream, OR a full university degree in a field judged by the Journalism department to be useful for journalism.

A Diploma of Journalism is awarded for successful completion of the Regular Four-term stream; a Certificate for the two-term Certificate stream.

**a) Community Journalism**

The first half of the program aims specifically at community journalism — the weekly newspaper and the radio station — together with sections on basic writing, history of journalism, page layout and photography.

You examine in detail the preparation and production of weeklies and radio news. With generous support from the B.C. and Yukon Community Newspapers Association and the cooperation of many individual publishers and editors, you meet community newsmakers, such as mayors and school board chairmen, compare the content of metropolitan and rural

papers, tour newsrooms and printing plants, talk with working journalists, and analyse publishing economics. You also study newspaper photography, using college cameras and modern darkroom equipment. Throughout the year you will cover and write hundreds of news stories. By the end of the first term, you will be running the campus newspaper *The Voice*, preparing it to the camera-ready stage. You publish this paper weekly during the second semester. As part of your introductory radio news coverage, you produce regular news casts for the campus radio station.

Upon completing the first year, you are qualified to take summer jobs with weekly newspapers or small radio newsrooms.

**b) Advanced Reporting**

Drawing once again on working Vancouver journalists as part-time resource people, the second half of the program introduces you to the various areas of daily newspaper work (sports, entertainment, leisure, etc.) At the same time you act as Editorial board for the student paper, planning editorial policy, managing the budget, and directing junior students as cub reporters. You are also introduced to magazine work. You will also opt either for a Print or Broadcast sequence.

In addition, you discuss the gafts and glories of contemporary journalism, examine great newspapers from around the world and around the corner, look at TV news, and investigate the new technology which is bringing dramatic changes to the media. With the help of the B.C. Chapter of the International Association of Business Communicators, you get the opportunity to look at the world of corporate communications. You spend considerable time on specific off-campus news assignments such as court and city hall. Regular stream students spend one day a week on fieldwork in the medium of their choice — dailies, weeklies, radio, TV, news agencies or magazines. There is no fieldwork requirement for Certificate stream students.

At graduation you should be ready to earn your living in the news media.

Mobility for employment outside Vancouver is highly desirable.

There is a materials fee for each term for basic supplies.

**Admission Requirements (for the Regular Two-Year Program):**

In order to be admitted to the program:

- You must have a complete B.C. Grade 12 standing or equivalent. If you are a mature student with slightly less than the required academic standing you may be accepted into the program provided you can demonstrate the ability to handle college level academic work.
- You should give evidence that you have a high level of achievement in English and/or writing in the senior grades of secondary school or their equivalent. Experience in school newspaper publication or similar media is an asset.
- You should be able to type at least 40 words per minute. — You must successfully complete a news-writing test given at the time of an interview with one of the program instructors.
- You must have a successful interview with one of the program instructors. — Your application will not be processed unless it is complete and accompanied by a transcript (if applicable). Please refer to



the general requirements for enrolling for the first time in Career Programs (see page 8).

- CERTIFICATE applicants require seven of the eight academic courses currently required in the Regular stream, OR a full university degree in a field judged by the Journalism Department to be useful to journalism, as well as meet the last four requirements for the Regular stream applicants listed above.

### DIPLOMA

#### FIRST TERM

English 127  
Shorthand 114  
Journalism 118  
Journalism 128  
Journalism 138  
Journalism 147  
Journalism 168  
Journalism 178  
Journalism 188

#### THIRD TERM

Economics 115  
Political Science 129  
Science 118  
Journalism 328  
Journalism 358  
Journalism 359 or 369  
Journalism 378  
Journalism 398

#### SECOND TERM

English 229 or 230 or  
Communication 115  
Geography 150  
Shorthand 115  
Journalism 218  
Journalism 228  
Journalism 229  
Journalism 248  
Journalism 298

#### FOURTH TERM

History 369  
Political Science 119, 140 or 240  
Journalism 418, 428 or 468  
Journalism 458  
Journalism 459 or 469  
Journalism 478  
Journalism 488

\*One approved elective, any term.

### CERTIFICATE

#### FIRST TERM

Shorthand 114  
Journalism 118  
Journalism 128  
Journalism 147  
Journalism 168  
Journalism 178  
Journalism 188  
Journalism 229  
Journalism 298

#### SECOND TERM

Shorthand 115  
Journalism 218  
Journalism 228  
Journalism 328  
Journalism 358  
Journalism 378  
Journalism 398  
Journalism 418 or 458  
Journalism 488

To earn the Diploma in Journalism, you must get credit in all the Journalism and Academic courses listed above.

(Where possible, you are advised to take some of the academic courses before enrolling in Journalism. If you have a large number of post-secondary credits, you should consult the Journalism counsellor regarding the Certificate Journalism program.)

These courses (except JOURNALISM 258) are restricted to students enrolled in the program.

#### \*Journalism 118 (2)

##### WRITING RIGHT

Developing journalistic style; expansion of vocabulary; review of grammatical and spelling pitfalls. **1:1:1**

#### \*Journalism 128 (2)

##### FUNDAMENTALS OF REPORTING

Interviewing; writing the basic news story; libel and contempt of court; newspaper workshop. **1:1:1**

#### \*Journalism 138 (2)

##### COMMUNITY MEDIA

How weekly papers work — their community, news sources, staffing and economics. **2:0:0**

#### \*Journalism 147 (3)

##### EDITING AND DESIGN

Designing the newspaper: principles of layout; paste-up; proofreading. Copy editing techniques: writing effective headlines; handling copy. **2:0:2**

#### \*Journalism 168 (2)

##### PHOTO JOURNALISM

Operating 35mm cameras; lighting and darkroom procedures; light meters and lenses; composition and picture content; spot news and feature pictures; making screened half-tones. **2:0:1**

#### \*Journalism 178 (2)

##### NEWSPAPER PRODUCTION I

Producing the weekly college paper for 18,000 students on three campuses. **1:1:3**

#### \*Journalism 188 (2)

##### MEDIA AND SOCIETY I

An examination of the importance of journalism in western society and the Anglo-American tradition of press freedom, with special attention to landmark events in Canada, Britain and the United States. **1:1:0**

#### \*Journalism 195 and 295

These numbers are reserved for Journalism courses that may be offered from time to time by:

- College Journalism Faculty who may wish to present a course in their specialty which may be of limited interest; or
- Visiting Journalism or Business Communications lecturers.

Announcement regarding Journalism 195 offerings will be made by Calendar Supplement.

Prerequisite: must be enrolled in the Journalism Program, unless otherwise indicated by special bulletin.



- \*Journalism 218 (5)**  
 NEWSPAPER PRODUCTION II  
 Producing the weekly college paper for 18,000 readers on three campuses. **3:4:0**
- \*Journalism 228 (2)**  
 JOURNALISM LAW  
 An examination of the laws governing the mass media in Canada, with particular attention paid to their relationship with the working journalist. Areas covered include libel, contempt of court, obscenity and privacy. **1:1:0**
- \*Journalism 229 (1)**  
 NEWSWRITING LABORATORY  
 An intensive skills laboratory for practising the basic news story. **1:0:1**
- \*Journalism 248 (3)**  
 EDITORIALS AND ENTERTAINMENT  
 Covering the entertainment scene; includes Performing Arts; Fine Arts and Crafts; Commercial and Consumer Arts; Writing editorials. **3:0:0**
- \*Journalism 258 (1)**  
 SPORTS WRITING (option)  
 Covering the sports scene. Open to students not in Journalism program. **1:1:0**
- \*Journalism 298 (2)**  
 BROADCASTING I  
 Introduction to reporting for radio and television, with emphasis on radio newsroom operation; writing for the ear; building a newscast; working with tape; interviewing; handling wire copy. **2:0:1**
- \*Journalism 328 (1)**  
 JOURNALISM ETHICS  
 An examination of the role and responsibility of the news media, including credibility, conflict of interest, taste, press councils and accountability. **1:0:0**
- \*Journalism 358 (2)**  
 DAILY PAPER WRITING  
 A laboratory for writing to daily paper standards under deadline pressure. **0:4:0**
- \*Journalism 359 (3)**  
 FIELDWORK/PRINT (Option for 369)  
 Internship in the print media for one day a week. **0:0:8**
- \*Journalism 369 (3)**  
 FIELDWORK/BROADCAST (Option for 359)  
 Internship in the broadcast media for one day a week. **0:0:8**

- \*Journalism 378 (3)**  
 ADVANCED REPORTING  
 Covering public affairs including courts, police, city hall, labor and levels of government. Emphasis is on reporting for newspapers. **2:2:0**
- \*Journalism 398 (4)**  
 BROADCASTING II  
 Reporting for radio and television: preparing and delivering the radio news package; tactics and techniques of broadcast interviewing, story development and on-air delivery. **3:3:0**
- \*Journalism 418 (3)**  
 CORPORATE COMMUNICATIONS (Option, offered if numbers warrant)  
 Promotional and marketing writing, including audio-visual script-writing, the media kit and employee publications. For students interested in the world or public relations and corporate communications. **1:4:0**
- \*Journalism 428 (3)**  
 SPECIAL PRINT PROJECT (Option for 418 or 468)  
 Working as a team, students will complete a magazine or magazine project from conception to camera-ready stage. Course also examines the dynamics of the Canadian magazine industry, Canada's truly national press. **1:4:0**
- \*Journalism 458 (3)**  
 MAGAZINE FEATURE WRITING  
 Writing for magazines: generating and selling ideas; freelancing; understanding the industry. In-depth and profile writing. **2:2:0**
- \*Journalism 459 (3)**  
 FIELDWORK/PRINT (Option for 469)  
 Internship in the print media for one day a week. **0:0:8**
- \*Journalism 468 (3)**  
 SPECIAL BROADCAST PROJECT (Option for 418 or 428)  
 Working under the guidance of a field supervisor, students will successfully complete a substantial piece of public affairs programming for radio or television. Project requires faculty approval.  
 Prerequisite: Fieldwork in broadcasting. **1:4:0**
- \*Journalism 469 (3)**  
 FIELDWORK/BROADCAST (Option for 459)  
 Internship in the broadcast media for one day a week. **0:0:8**
- \*Journalism 478 (2)**  
 WORLD PRESS  
 An introduction to the great newspapers of the world and what makes them great. The course also examines the role of journalism in different



societies; developmental journalism in the Third World; world-wide news-gathering organizations. **2:0:0**

### \*Journalism 488 (2)

#### MEDIA AND SOCIETY II

An examination of the role and structure of the news media in Canada with special attention to ownership, monopoly, government control, social and political responsibility. The 'total newspaper' — newsroom operations, management, economics. **2:0:0**

### Photography Technician Program

The Photography Technician Program prepares you in a wide variety of photographic areas which give you the potential to enter many different types of photo-employment such as photographers' assistants or photography technicians. The photography subjects are supplemented with courses in business, communications, and the sciences which prepare you for situations and responsibilities beyond those often associated with initial employment. You will spend a considerable amount of time doing practical assignments that are representative of those undertaken by photographers' assistants and photography technicians. These assignments involve field conditions as well as laboratory and studio work. Emphasis is placed upon learning to meet deadlines and other industry requirements. Due to the demanding workload of classes, labs and homework assignments, a student should not contemplate employment as a means of financing their studies while a term is underway.

Students are expected and encouraged to take an active part in meetings and seminars sponsored by professional photographic organizations.

Prior to applying, prospective students are advised to contact the Coordinator or Counsellor for the program and perhaps visit the facility to gain an appreciation of the style and substance of the course as well as discuss student background and career goals.

#### Admission Requirements:

In order to be admitted to the program:

- You must have a complete B.C. Grade 12 with C or better standings in Chemistry 11, Physics 11 and Mathematics 12. If you are a mature student with slightly less than a Grade 12 you may be admitted but will have to meet the science and math requirements stated. Preference will be given to those who also have Chemistry 12 and Physics 12.
- You must be able to demonstrate your interest by having done at least two of the following:
  - a) A minimum 'B' standing in graphic arts, media, visual communications or similar course in secondary school or other institution.
  - b) A minimum of two years in a camera club.
  - c) Some part-time or full-time work experience in photography.
  - d) Some investigation of the employment prospects at least in the local area.

e) An exceptional portfolio. — If selected for an interview you must bring a portfolio of prints, slides, or other graphic communication related to one or more aspects of commercial or professional photography. Interviews are usually conducted in May.

- You must have a successful interview with one of the program instructors at which time you will also have to demonstrate your ability to communicate effectively both verbally and in writing (by presenting your E.P.T. score or possibly other English Test Score); and pass a multiple choice entrance exam based upon advanced amateur theory.
- Your application will not be processed unless it is complete and accompanied by a transcript. Please refer to the general requirements for enrolling for the first time in Career Programs (see page 8).

#### FIRST TERM

Communication 115  
Mathematics 119  
Physics (Optics) 130  
Principles of Photography 118  
Studio Techniques 118

#### SECOND TERM

Small Business 115  
Quality Control 115  
Physics 216  
Principles of Photography 218  
Studio Techniques 218

#### THIRD TERM

Communication 118  
Merchandising 117  
Colour Photography 328  
Studio Techniques 318

#### FOURTH TERM

Photography Articulation 418	Commercial Photography 428
Colour Photography 428	Industrial Photography 428
Motion Picture and Videography 428	Motion Picture and Videography 438
Two Advanced Options from the following:	Portrait Photography 428
Audio Visual 428	Photojournalism 428
Colour Photography 438	Scientific Photography 428

There is a materials fee each term for basic supplies required for the photography courses. Supplies and equipment which must be purchased by each student cost approximately \$950 per year.

These courses are restricted to students enrolled in the Program.

### \*Audio-Visual 428 (3)

The basics of audio-visual practice with emphasis on photographic applications such as slide series, overhead projection view-foils, film strips and film loops. You prepare actual classroom material for instructors in the College. **0:6:0**

### \*Colour Photography 328 (4) and 428 (4)

These courses cover basic and advanced colour photography and colour printing with the major emphasis on the negative-positive method of



producing colour prints. (Also included are quality control, masking and other control techniques, and experience in custom printing and processing of colour prints.) **2:0:6**

#### **\*Colour Photography 438 (3)**

Custom processing and custom printing operations both at the College and on location at an operating "Custom Lab" with additional assignments in printing, processing, and quality control. **0:6:0**

#### **\*Commercial Photography 428 (3)**

Product photography for catalogue and illustration purposes is the emphasis of this course. Working to layouts as well as creative and conceptual photographs are attempted. All work is geared to potential client requirements and the highly demanding advertising industry. **0:6:0**

#### **\*Industrial Photography 428 (3)**

In-plant photography requires a knowledge of a great many aspects of photography including photographs of industrial processes, manufactured goods, sales training, public relations, etc. In addition there are elements of planning, supervision, instruction, production, recording, and reproduction. You will plan and execute assignments on these and other topics related to photography as applied in industry. **0:6:0**

#### **\*Motion Picture and Videography 428 (4)**

This is a basic course in in-plant motion picture and video production as applied to education and industry. The orientation is from the camera-man/editor point-of-view. Students will use a variety of Super 8, 16 mm and video camera, editing, and projection or playback equipment. After learning moving image techniques, the student will produce two or three simple short films or tapes and work in a production unit on a more complicated video production. **2:1:5**

#### **\*Motion Picture and Videography 438 (3)**

Additional skill in film and video production will be obtained by producing more elaborate films and video tapes. Students may act as producers and directors on a video production and work with other students on a 16 mm A & B rolled short sound film. Considerable emphasis is placed on items such as client objectives, scripting, budgeting and editing. **1:5:0**

#### **\*Photography Articulation Workshop 418 (4)**

This course covers a wide range of subjects such as the practical aspects of operating a photographic business. Guest speakers from the art and business world will give different points of view. A major component of this course will be an appreciation of computer technology in photography. **4:0:1**

#### **\*Portrait Photography 428 (3)**

This course emphasises the work done by a portrait studio. This includes the following: reception, portrait psychology, marketing, public relations, print finishing and presentation. A wide variety of subjects are photographed both in the studio and on location as in weddings and environmental portraits. **0:6:0**

#### **\*Photojournalism 428 (3)**

In this advanced option the emphasis is upon photography for house organs, newsletters, magazines, annual reports and brochures. Slides (transparencies) for A/V programming, general public relations and publicity photographs are additional minor parts of the course. Students will gain experience in providing photographs for the college newspaper and other related publications. **0:6:0**

#### **\*Principles of Photography 118 (3) and 218 (3)**

This course covers the fundamental principles of photography and how these are related to the working practice of the photographer and technician. Laboratory assignments are designed to show the theoretical and practical applications which are important for a working knowledge of the topics. **2:0:5**

#### **\*Quality Control 115 (3)**

Principles of Sensitometry and Quality Control are the two main topics that are covered in this course. A strong emphasis is placed upon the application of these two areas to the types of tasks that are carried out by a quality control technician in a professional or amateur processing laboratory. The course content will also have relevance for applications in such areas as micrographics, scientific photography as well as minor aspects of general photo-technician assignments. **2:0:2**

#### **\*Scientific Photography 428 (3)**

You execute projects for the departments within the College that have need of scientific photographic records and displays. These areas require macro- and micro-photographic records in both colour and monochrome. **0:6:0**

#### **\*Studio Techniques 118 (4), 218 (4) and 318(3)**

This course provides the important element of practical experience through a wide variety of hands-on assignments conducted both in the studio and on-location. Some of the specialties touched upon are; copying, portraiture, photojournalism, and commercial photography. A thorough knowledge of the view camera is gained as well as some experience on many other types of equipment. Print finishing and presentation which includes meeting deadlines are also emphasized in this course.

**118-3:0:6**

**218-3:0:6**

**318-2:0:6**

### **Theatre Arts Program**

Theatre Arts offers a two-year diploma course designed to prepare you for a professional career in theatre.

The goal of the program is to graduate actors and production personnel who are well-rounded in theatre, who have professional level commitment and aptitude and who have acquired the skills to become contributing members of the profession.



Two program options are offered:

**ACTING OPTION** — Particular emphasis is placed on the development of an integrated voice and body as an expressive tool. Communication with the audience and fellow actors is stressed. Students are also encouraged to develop their creative contribution to the theatre process. The emphasis in the first year is on class and project work. The second year, while still including class work, is also devoted to production work and the preparation of audition techniques and material to be used upon graduation.

**PRODUCTION OPTION** — This option is designed to prepare students for careers as stage managers, technicians and administrative personnel. The training received can also be of use to those wishing to pursue careers in directing, design and production management. The student is introduced to all aspects of technical theatre and can choose a speciality through project work in the final terms. In order to give the student a well-rounded understanding of theatre, production students attend acting, voice and movement classes in their first year. In the second year, production students assume major responsibilities on Studio 58 productions. Both acting and production students sometimes gain additional experience by working with professional theatres in the Vancouver area.

Some lecture and theory are part of the training, but the practical application of various skills is given greatest emphasis.

Theatre Arts students are required to put in long, irregular hours including evenings and weekends. Therefore, students should not contemplate employment as a means of financing their studies while a term is underway.

The instructors are for the most part professional working artists in their respective fields. We maintain a close liaison with professional companies in Vancouver, most of whom regularly employ our graduates.

Intake is limited to ensure students receive intensive individual training.

Program commences in January, May and September.

#### **Admission Requirements:**

In order to be admitted to the program:

- You must have a complete B.C. Grade 12 standing or equivalent. If you are a mature student with slightly less than the required academic standing you may be accepted into the program provided you can demonstrate the ability to handle college level academic work.
- You must provide evidence that you are physically and emotionally healthy and therefore, must have a medical examination during the three month period prior to entry into the program. A MEDICAL FORM FOR THIS REPORT WILL BE SENT TO YOU BY THE COLLEGE ALONG WITH YOUR LETTER OF ACCEPTANCE. YOUR PHYSICIAN MUST SUBMIT THIS REPORT DIRECTLY TO THE COLLEGE HEALTH SERVICE AT LANGARA BEFORE PERMISSION TO REGISTER IS GRANTED.
- You must have demonstrable talent and indications of a high degree of commitment to pursuing a professional career in the theatre or related arts.

- You must have a good knowledge of the English language and the ability to speak, read aloud and write clearly and correctly.
- Admission is dependent on the successful completion of an audition. You must demonstrate sufficient talent indicating the potential to become a professional person in theatre arts. For potential acting students, the audition will consist of the presentation of memorized monologues, improvisations, sight-reading, an interview and some written work. For potential production students, admission will be determined by interview.

The following application/audition time line should be observed:

Deadline for Applications	Audition Date	Intake Date
June 1	July	January
October 1	November	May
February 1	March	September

To be assured of consideration, you should apply at least seven months in advance of the desired intake date.

An audition fee of \$25.00 is required before an audition time is granted. In return, applicants will receive two written assessments of their audition.

- Your application will not be processed unless it is complete and accompanied by a transcript (if applicable). Please refer to the general requirements for enrolling for the first time in Career Programs (see page 8).

Unless granted previous credit, first year students must enrol in the total program as follows:

#### **FIRST TERM**

#English 181, 127 or 128  
Movement 118  
Theatre Skills 118  
Acting 118  
Voice 118

#### **SECOND TERM**

#English 281, 229 or 230  
Movement 218  
Theatre Skills 218  
Acting 218  
Voice 218

#Please see a counsellor prior to registration in each of these terms.

#### **ACTING OPTION**

##### **THIRD TERM**

Acting 328  
Movement 328  
Theatre Skills 328  
Voice 328

##### **FOURTH TERM**

Acting 428  
Movement 428  
Theatre Skills 428  
Voice 428

##### **FIFTH TERM**

Theatre Arts 518

##### **SIXTH TERM**

Theatre Arts 618

#### **PRODUCTION OPTION**

##### **THIRD TERM**

Prop Construction 318  
Lighting 318  
Stage Management 318  
Production Administration 418

##### **FOURTH TERM**

Prop Construction 418  
Lighting 418  
Stage Management 418  
Theatre Administration 418

##### **FIFTH TERM**

Theatre Arts 518

##### **SIXTH TERM**

Theatre Arts 618



**GRADING** — To be eligible for the 2nd and 3rd terms the student must have a minimum "C—" grade in all subjects. To be eligible for the 4th and 5th terms in the Acting Option the student must receive a "B" grade in Acting and a "C—" grade in all other subjects. To be eligible for the 3rd term in the Production Option, the student must receive a "C—" in Theatre Skills 218. To be eligible for 4th and 5th terms, the Production student must receive a "B" in Production and a "C—" in all other subjects. To be eligible for 6th term all students must receive a "B" in Theatre Arts 518 at the end of 5th term.

**REPEATING** — For the policy on repeating, please contact the Theatre Arts Department.

Students wishing to switch their option after the second term may do so only with the approval of the Theatre Arts Co-ordinator.

You must pay a fee at the beginning of each term to cover the cost of theatre tickets, etc. You must provide an outfit for movement work as required by your instructor and an exercise mat. You are also expected to provide make-up as required, and to be prepared to have your hair cut or styled whenever needed for a part in a production. Two or three productions are presented each term, and fifth and sixth term students are usually given preference in casting.

Because the Theatre Arts program is constantly under review to ensure it meets the needs of the profession, the curriculum is subject to change.

These courses are restricted to students enrolled in the Program.

**\*Acting 118 (3) and 218 (3)**

Introduction to the basic principles of acting through improvisation and script work. Concentration. Freeing the imagination. Developing a rehearsal process. Integration of the voice and body. Elementary scene work. Identification of and work on individual acting problems. **0:1:6**

**\*Acting 328 (4) and 428 (4)**

Continuation of developing rehearsal skills. Work in various periods and styles. Advanced scene work. Preparation of audition material. **0:1:9**

**\*Lighting 318 (3) and 418 (3)**

Theory and design of stage lighting. Special effects and equipment. Plots and cue sheets. Practicum in stage lighting covering various styles of productions. Undertaking total responsibility for lighting from design to operation. **1:1:4**

**\*Movement 118 (3) and 218 (3)**

Body awareness and alignment. Tension release. Flexibility. Stamina. Agility. Some dance techniques. **0:1:5**

**\*Movement 328 (3) and 428 (3)**

Movement skills such as mime, mask, tap dancing, fencing, stage fighting, contact improvisation. **0:1:5**

**\*Production Administration 418 (3)**

Budgeting and organization. Duties of production manager and technical director. **1:1:4**

**\*Prop Construction 318 (3) and 418 (3)**

Prop, scenery and costume construction and acquisition. Costume, scene and property plot. Care and safety. Practicum in running props, costumes and scenery for productions. **0:1:6**

**\*Production 318 (4) and 418 (4)**

Duties of the stage manager. Preparation of prompt scripts. Ground plans. Organization of rehearsals. Supervision of crew and actors. Project work in aspects of technical theatre. **0:1:9**

**\*Theatre Administration 418 (3)**

Business management. Publicity. Audience research. **1:1:4**

**\*Theatre Arts 518 (15)**

Intensive practicum in Theatre Arts, including public performances at Studio 58, and work with professional companies. **0:0:40**

**\*Theatre Arts 618 (15)**

Continuation of 518. **0:0:40**

**\*Theatre Skills 118 (3) and 218 (3)**

Introduction to the etiquette and organization of professional theatre. Basics of set, costume and prop design and construction. Introduction to lighting design and set up. Assignments comprised of backstage work and front-of-house on Studio 58 productions. **1:1:4**

**\*Theatre Skills 328 (3) and 428 (3)**

Make-up. Practicum in stage management and production. **0:1:5**

**\*Voice 118 (3) and 218 (3)**

Freeing the voice. Work on breath support, range, release and diction. Connecting the voice and body. **0:1:5**

**\*Voice 328 (3) and 428 (3)**

Voice techniques including singing, some dialect work, speaking verse, diction. Application of vocal skills to acting and performance. **0:1:5**

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## BUSINESS ADMINISTRATION DEPARTMENT

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**Transfer of Credit**

Some courses offered by the Business Administration Department are eligible for University Transfer Credit.

Similarly, a number of professional groups recognize some courses offered by the Business Administration Department as satisfying portions of their requirements for professional designation or qualification. Consult a Counsellor or Department Chairman for latest details.



## Diplomas

For information on Diplomas, please see page 23.

## Accounting Program

The courses included in this program provide a useful preparation for those interested in accounting occupations in business, industry and government. The program offers preparatory training for students who may consider working toward membership in the Certified General Accountants' Association, the Society of Management Accountants, the Institute of Accredited Public Accountants, or the Institute of Chartered Accountants. Liaison is maintained with each of these professional groups so that each may determine the exact credit that will be given to the College Graduate who continues toward professional qualifications.

### Admission Requirements:

In order to be admitted to the program:

- You must have a complete B.C. Grade XII or equivalent, or be eligible for "Dean's Admission" ('mature student' entry) on the basis of education, experience and other qualifications.
- You must have a good knowledge of the English language, including the abilities to speak clearly and to read, understand and interpret complex technical data accurately.
- Preference is given to applicants with a C+ or better average in high school English, Social Studies, Mathematics, Accounting, Law, or studies closely related to training in Accounting. Preference is also given to applicants with a G.P.A. of 2.00 or better in post — secondary studies completed.
- Applicants should be aware that, at the discretion of the department, a personal interview may be required.

- Your application will not be processed unless all required information is included, together with necessary educational transcripts and documentation.

In order for an application to be in good standing, you must submit:

- 1) A completed career application form with special attention paid to work experience — full, or part-time.  
(Those not currently in high school must account for *all* their time since leaving secondary school, describing job titles, duties, etc., whenever possible.)
- 2) A copy of all educational documents to date.
  - Those still in secondary school should attach copies of
    - a) final grade 11 Report Card (or official record) *and*
    - b) latest grade 12 Report Card with at least two sets of grades.
  - Secondary school *graduates* within the last two years must submit a copy of their graduation transcript.

- All applicants must submit copies of official statements of marks for *any* post-secondary (University, College, BCIT, etc.) course work completed.
  - Those applicants completing secondary school standing through special programs should provide official documentation to this effect.
- 3) All applicants must submit an official copy of EPT results written within one year of date of application.

### FIRST TERM

Accounting 115  
Business Law 115  
Communication 116  
Data Processing 125  
Statistics 123, 124 or 181

### SECOND TERM

Accounting 215  
Business Law 215  
Communication 118  
Computer Information Systems  
212  
Mathematics 118

### THIRD TERM

Accounting 321  
Accounting Computer Applications  
308  
Fundamentals of Finance 321  
Economics 221  
Management Accounting 323  
Public Speaking 119L

### FOURTH TERM

Accounting 421  
Fundamentals of Finance 421  
Economics 222  
Management Accounting 423  
Management Policy and Practices  
321  
Income Tax 325  
Public Speaking 119

## Accounting Extended Day Program

The part-time evening program contains many courses that are accepted for equivalency by the various accounting associations and universities.

Please consult with the association or institution of your choice to ensure which courses are acceptable to that specific organization.

Courses normally offered in one or all terms:

Accounting 115  
Accounting 215  
Accounting 275  
Accounting 321  
Accounting 353  
Accounting 421  
Business Law 275  
Data Processing 115  
Data Processing 215  
Economics 221  
Economics 222  
Mathematics 118  
Mathematics 171  
Mathematics 271  
Statistics 123, 124 or 181



Preference is given to applicants with a "C+" or better average in English, Social Studies, and any of the following subject areas: Mathematics, Law, Bookkeeping, Accounting or studies closely related to training in accounting.

(For description of courses in Business Administration, see pages 64 to 77.)

### Accounting Post Diploma Program

This program provides graduates from V.C.C., Langara's Computer Information Systems Diploma program (or any other similar post-secondary diploma program) with a greater knowledge in accounting and finance in order to increase the employment potential of graduates by providing them with a broader education, to prepare graduates for more rapid advancement in their field to middle and/or senior management positions, and to enhance the academic advancement of graduates wishing to obtain further professional credentials.

#### Admission Requirements

Graduation from the Langara Computer Information Systems or equivalent program.

#### FIRST TERM

Accounting 321  
Business Law 115  
Credit and Collections 321  
Fundamentals of Finance 321

#### SECOND TERM

Accounting 421  
Business Law 215  
Income Tax 325  
Management Accounting 423

**NOTE:** A number of the above courses are transferable to the program of studies leading to certification as a Certified General Accountant (CGA) or Registered Industrial Accountant (RIA).

### Arts and Science (Commerce) Program

This program provides courses needed for equivalency to the University of British Columbia pre-Commerce and first Commerce years, and with some amendments, will facilitate transfer to the Faculty of Business Administration at Simon Fraser University. The program also provides a basis for entry into general business fields, and a business-oriented direction for mathematically inclined students. The program leads to a Diploma in Arts and Science (Commerce).

Transfer to U.B.C. second year Commerce and to S.F.U. will depend upon those institutions. The student will need to maintain a high G.P.A. (3.00). The universities will consider each application on its merits. Please see a counsellor regarding S.F.U. requirements as S.F.U.'s requirements differ in many respects from those of U.B.C.

#### FIRST TERM

Economics 221  
English 127 or 128  
Mathematics 171 or 153  
Plus 2 non-commerce electives  
(non-statistics courses)

#### SECOND TERM

Economics 222  
English 229 or 230  
Mathematics 274, 271 or 253  
Plus 2 non-commerce electives  
(non-statistics courses)

You are required to complete the above courses as a student in the Academic Division. If, when you have completed the courses listed, you have achieved a G.P.A. of at least 3.00, you should apply to be accepted in the Langara September entry Commerce Transfer Career Program. This will guarantee seats in the required courses in terms 3 and 4 for those who are accepted.

#### THIRD TERM

Accounting 253  
Economics 251  
Mathematics 310  
Computer Science 135  
Plus 1 elective  
(Mathematics 271 or 274 if not  
completed in Term 2)

#### FOURTH TERM

Accounting 353  
Economics 252  
Organizational Behaviour 321  
Computer Science 235 (or  
elective)  
Plus 1 elective

**N.B.** The starting sequence of Mathematics courses to be taken will be individually decided according to secondary school record and Mathematics Diagnostic Placement Test.

**N.B.** Future adjustments to this list of courses may be made to conform to periodic changes in university requirements. Since these changes may be effective midway through the program, and therefore may not appear in the university calendars, consult with the Counselling Department periodically.

**N.B.** For transfer information please refer to the University Transfer Guide (U.B.C., S.F.U. and University of Victoria) or speak with a Langara counsellor.

### Business Management Program

The courses in this program present an alternative to other Langara business programs whereby you may gain knowledge in general management areas. The program emphasizes a mix of academic and business courses relevant to a career in a variety of administrative and office management positions. The course may be co-ordinated between Langara and the Continuing Education Business Administration Courses. These courses, where applicable, will be credited toward a diploma.

#### Admission Requirements:

In order to be admitted to the program:

- You must have a complete B.C. Grade XII or equivalent, or be eligible for "Dean's Admission" ('mature student' entry) on the basis of education, experience and other qualifications.
- You must have a good knowledge of the English language, including the abilities to speak clearly and to read, understand and interpret complex technical data accurately.
- Preference is given to applicants with a C+ or better average in high school English, Social Studies, Mathematics, Accounting, Law, or studies closely related to training in Business Management. Preference is also given to applicants with a G.P.A. of 2.00 or better in post-secondary studies completed.
- Applicants should be aware that, at the discretion of the Department, a personal interview may be required.



- Your application will not be processed unless all required information is included, together with necessary educational transcripts and documentation.

In order for an application to be in good standing, you must submit:

- 1) A completed career application form with special attention paid to work experience — full, or part-time.  
(Those not currently in high school must account for *all* their time since leaving secondary school, describing job titles, duties, etc., whenever possible.)
- 2) A copy of all educational documents to date.
  - Those still in secondary school should attach copies of
    - a) final grade 11 Report Card (or official record) and
    - b) latest grade 12 Report Card with at least two sets of grades.
  - Secondary school *graduates* within the last two years must submit a copy of their graduation transcript.
  - All applicants must submit copies of official statements of marks for *any* post-secondary (University, College, BCIT, etc.) course work completed.
  - Those applicants completing secondary school standing through special programs should provide official documentation to this effect.

#### FIRST TERM

Accounting 115  
English 127 or 128  
Geography 150\*\*\*  
Psychology 115  
Statistics 123 or 124

#### THIRD TERM

Business Law 115  
Economics 221  
Communication 118  
Managerial Accounting 323  
or Fundamentals of Finance 321  
or Credit and Collections 321  
Marketing 115  
\*Mathematics 153  
or Data Processing 115

#### SECOND TERM

Accounting 215  
English 229 or 230  
Geography 160\*\*\*  
Mathematics 118  
Psychology 215

#### FOURTH TERM

Economics 222  
Business Law 215  
\*Computer Science 135  
or approved elective\*\*  
Management Policy  
and Practices 321  
or Office Management  
Procedures 415  
Organizational Behaviour 321  
or Personnel Management 115

#### NOTES

\* Computer Science 135 requires Mathematics 153 as a pre-requisite where Data Processing replaces Mathematics 153, an elective will replace Computer Science 135.

\*\* Electives may be chosen from: any alternate course mentioned above; Data Processing 215 or Systems 115; Property Management 415; any other Geography or Economics course; Purchasing 415;

Real Estate Law 325 or any course in a business related field approved by the program coordinator.

\*\*\* One of Geography 150/160 may be replaced by any other Geography.

(For description of courses in Business Administration, see pages 64 to 77.)

### Computer Information Systems Program

The main objective of this two-year (four term) diploma program is to provide the business community with programmers and systems analysts who are immediately productive and who can assume progressively more senior positions in Information Processing.

To achieve this objective, the curriculum includes courses in computer hardware, programming and systems analysis as well as in management subjects and business applications.

Students with high academic achievement in the program have the opportunity to combine four academic terms with two additional terms of work experience by participating in the Co-operative Education option.

#### Admission Requirements:

In order to be admitted to the program:

- You must have a complete B.C. Grade XII or equivalent, or be eligible for "Dean's Admission" ('mature student' entry) on the basis of education, experience and other qualifications.
- You must have good knowledge of the English language, including the abilities to speak clearly and to read, understand and interpret complex technical data accurately.
- Preference is given to applicants with a C+ or better average in secondary school English, Social Studies, Mathematics, or studies closely related to training in Computer Information Systems. Preference is also given to applicants with a G.P.A. of 2.00 or better in post-secondary studies completed.
- Applicants are required to take a Programmer Aptitude test (first consideration will be given to those scoring in the 50th percentile or higher).
- You will be required to attend a personal interview which will be granted only after an acceptable passing score is acquired on the test.

- Your application will not be processed unless all required information is included, together with necessary educational transcripts and documentation.

In order for an application to be in good standing, you must submit:

- 1) A completed career application form with special attention paid to work experience — full, or part-time.  
(Those not currently in high school must account for *all* their time since leaving secondary school, describing job titles, duties, etc., whenever possible.)



- 2) A copy of all educational documents to date.
  - Those still in secondary school should attach copies of
    - a) final grade 11 Report Card (or official record) and
    - b) latest grade 12 Report Card with at least two sets of grades.
  - Secondary school *graduates* within the last two years must submit a copy of their graduation transcript.
  - All applicants must submit copies of official statements of marks for *any* post-secondary (University, College, BCIT, etc.) course work completed.
  - Those applicants completing secondary school standing through special programs should provide official documentation to this effect.

#### FIRST TERM

Accounting 115  
 Communication 118  
 Computer Information Systems 115  
 Computer Information Systems 118  
 Statistics 124

#### THIRD TERM

Computer Information Systems 216  
 Computer Information Systems 328  
 Computer Information Systems 421  
 Managerial Accounting 323  
 Computer Science 231

#### SECOND TERM

Accounting 215  
 Communication 115  
 Computer Information Systems 212  
 Computer Information Systems 215  
 Computer Information Systems 218

#### FOURTH TERM

Computer Information Systems 321  
 Computer Information Systems 415  
 Computer Information Systems 428  
 Economics 115  
 Management Policy and Practices 321

(For description of courses in Business Administration, see pages 64 to 77.)

\*Substitutions of courses or exemptions must only be made by permission of the program coordinator.

### Computer Information Systems Co-operative Education Option

Students working to participate in this option must have above average academic grades and demonstrate potential for success in their chosen professional field.

Work terms are four months long and begin each January, May and September. Student wages are comparable to those of regular employees with similar skills engaged in similar work. Currently many employers qualify for a fifty percent federal wage subsidy, which is applied for and arranged by the College.

Employers willing to participate in the program supply a job description to the College. The position is posted, and interested students submit their resumes to the Co-operative Education Officer, who transmits them to the employers and arranges the interviews. Students are chosen for work placement by the employer, who sets the terms of employment, salary and benefits. The selection process is normally completed one month prior to the commencement of the work placement.

Co-operative education has proven to be of great benefit to students, employers and the College. Students have the opportunity to apply their knowledge in a practical work setting and to gain practical work experience before commencing their professional careers; employers gain knowledgeable manpower for short term projects; the College has the ability to modify its program based on student and employer feedback.

#### Admission Requirements:

In order to be admitted to the Co-operative Education Option:

- You must maintain a minimum GPA of 2.6 in each term and receive no grades below C- in any subject.
- You must carry a full course load of five subjects. Some exceptions to this rule may be made in situations where students have previously completed a course at VCC or have a transfer credit from a post-secondary institution.

#### FIRST TERM

Accounting 115  
 Communication 118  
 Computer Information Systems 115  
 Computer Information Systems 118  
 Statistics 124

#### THIRD TERM

Computer Information Systems 329  
 (Graded S/U see page 13)

#### FIFTH TERM

Computer Information Systems 529  
 (Graded S/U see page 13)

#### SECOND TERM

Accounting 215  
 Communication 115  
 Computer Information Systems 212  
 Computer Information Systems 215  
 Computer Information Systems 218

#### FOURTH TERM

Computer Information Systems 216  
 Computer Information Systems 328  
 Computer Information Systems 421  
 Computer Science 231  
 Managerial Accounting 323

#### SIXTH TERM

Computer Information Systems 321  
 Computer Information Systems 415  
 Computer Information Systems 428  
 Economics 115  
 Management Policy and Practices 321



(For description of courses in Business Administration, see pages 64 to 77.)

\*Substitutions of courses or exemptions must only be made by permission of the program coordinator.

### Computer Information Systems Post Diploma Certificate Program

This program provides graduates from V.C.C. Langara's Accounting Diploma program (or any other similar post-secondary diploma program) with a greater knowledge in Computer Information Processing in order to increase the employment potential of graduates by providing them with a broader education, to prepare graduates for more rapid advancement in their field to middle and/or senior management positions, and to enhance the academic advancement of graduates wishing to obtain further professional credentials.

#### Admission Requirements

Graduation from the Langara Accounting Diploma Program or equivalent program.

#### FIRST TERM

Computer Information Systems  
118  
Computer Information Systems  
215  
Computer Information Systems  
321

#### SECOND TERM

Computer Information Systems  
216  
Computer Information Systems  
218  
Computer Information Systems  
415  
Computer Information Systems  
421

### Finance and Investment Program

Because Vancouver is the financial centre of Western Canada, there are ever-increasing and challenging career opportunities with banks, investment companies, leasing companies, trust companies, credit departments, and related businesses in the field of finance. Employment opportunities and salaries for the successful candidate are excellent.

This two-year program introduces the principles and functions of finance and investment, covering such areas as stock market activity, securities analysis, internal company finance, and the credit-granting process.

The Canadian Credit Institute approves this program as fulfilling the requirements of the basic studies in credit management and qualifying the graduate to enter the Institute's advanced program.

#### Admission Requirements:

In order to be admitted to the program:

- You must have a complete B.C. Grade XII or equivalent, or be eligible for "Dean's Admission" ('mature student' entry) on the basis of education, experience and other qualifications.
- You must have a good knowledge of the English language, including the abilities to speak clearly and to read, understand and interpret complex technical data accurately.

- Preference is given to applicants with a C+ or better average in high school English, Social Studies, Mathematics, Accounting, Law, or studies closely related to training in business. Preference is also given to applicants with a G.P.A. of 2.00 or better in post-secondary studies completed.

- Applicants should be aware that, at the discretion of the Department, a personal interview may be required.

The department will give first consideration to applicants with a "C" or better average in Grade 12 courses or to applicants with two years or more work experience.

- Your application will not be processed unless all required information is included, together with necessary educational transcripts and documentation.

In order for an application to be in good standing, you must submit:

- 1) A completed career application form with special attention paid to work experience — full or part-time.

(Those not currently in high school must account for *all* their time since leaving secondary school, describing job titles, duties, etc., whenever possible.)

- 2) A copy of all educational documents to date.
  - Those still in secondary school should attach copies of
    - a) final grade 11 Report Card (or official record) *and*
    - b) latest grade 12 Report Card with at least two sets of grades.
  - Secondary School *graduates* within the last two years must submit a copy of their graduation transcript provided by the Department of Education.
  - All applicants must submit copies of official statements of marks for *any* post-secondary (University, College, BCIT, etc.) course work completed.
  - Those applicants completing secondary school standing through special programs should provide official documentation to this effect.

#### FIRST TERM

Accounting 115  
Business Law 115  
Communication 115  
Investments & Institutions 115  
Statistics 123, 124, or 181

#### THIRD TERM

Credit & Collections 321  
Data Processing 115  
Economics 115 (c)  
Fundamentals of Finance 321  
Marketing 115

#### SECOND TERM

Accounting 215  
Business Law 215  
Communication 118  
Investments & Institutions 215 (b)  
Mathematics 118

#### FOURTH TERM

Income Tax 325  
Economics 116 (c)  
Fundamentals of Finance 421  
Management Policy & Practices 321



Psychology 117 or 115  
Public Speaking 119L

Geography 150 or 160 (a)  
Public Speaking 119

#### NOTES

- a) May substitute suitable elective (e.g. Purchasing 415, Marketing Research 321 or other Geography course).
- b) May substitute Canadian Securities Course.
- c) May substitute Economics 221/222.
- d) May substitute another Geography course.

(For description of courses in Business Administration, see pages 64 to 77.)

### Marketing and Sales Program

This program prepares you to join the growing number of people finding interesting and remunerative employment in the distributive and service fields of industry and commerce. It emphasizes inter-personal relations, decision-making processes, and sales and marketing policies and practices. A program of practical participation in business schemes and games, role playing, case study, research and personal development provides the insights which allow you to become effective early in a business career in the growing service industry and its supporting agencies.

#### Admission Requirements:

In order to be admitted to the program:

- You must have a complete B.C. Grade XII or equivalent, or be eligible for "Dean's Admission" ('mature student' entry) on the basis of education, experience and other qualifications.
- You must have a good knowledge of the English language, including the abilities to speak clearly and to read, understand, and interpret complex technical and theoretical information accurately.
- Preference is given to applicants with a C+ or better average in high school English, Social Studies, Mathematics, Accounting, Law, or studies closely related to training in business. Preference is also given to applicants with a G.P.A. of 2.00 or better in post-secondary studies completed.
- Applicants should be aware that, at the discretion of the Department, a personal interview may be required.

We normally receive far more applications than we can accommodate in the program. It must be recognized, therefore, that all required data and documentation must be provided on the application form and accompanying it if the applicant is to be considered for acceptance.

In order for an application to be complete, you must submit:

- 1) A completed career application form. Special attention is to be paid to work experience detail.

- Those not currently in Secondary School should account for all their time since leaving or graduating, describing in detail job titles and specific duties of work experience.
  - Those still in the Secondary program should list *any* work experience, full or part-time.
- 2) A copy of all education documents to date.
    - Secondary Program graduates within the last two years must submit a copy of their graduation certificate and transcript.
    - All applicants should submit records of whatever background education has been completed.
    - Any post-secondary (University, College, BCIT, etc.) course work must be supported by statements of marks.
    - Those completing Secondary program standing through *special* programs must provide appropriate documentation.
    - Those still in Secondary School should attach copies of
      - a) final Grade 11 Report Card (or official record) *and*
      - b) latest Grade 12 Report Card with a minimum of *two* sets of grades.
  - 3) A brief handwritten explanation of your reason(s) for applying to the Marketing and Sales Program.
  - 4) Only those applications submitted four months prior to enrollment will receive priority consideration for admission to the program.

#### FIRST TERM

Business Law 115  
Communication 115  
Marketing 115  
Mathematics 119  
Psychology 117 or 115

#### THIRD TERM

Economics 115  
Fundamentals of Finance 321\*\*  
Marketing 321  
Marketing 327  
Elective\*

#### SECOND TERM

Accounting 116  
Business Law 215  
Communication 118  
Sales Workshop 218  
Statistics 123, 124 or 181

#### FOURTH TERM

Advertising and Sales 321  
Economics 116  
Management Policy and Practices 321  
Marketing 424  
Sales Workshop 418

(For description of courses in Business Administration, see pages 64 to 77.)

\*Elective must be chosen from the following courses:

Business Procedures 115  
Credit and Collections 321  
Data Processing 115  
Geography 150  
Geography 250  
Investments and Institutions 115  
Merchandising 117  
Organizational Behaviour 321



Small Business 115

Statistics 224

or course approved by the Department Chairman

\*\*May substitute Credit and Collections 321

### **Pacific Rim Program**

The Pacific Rim Program is a career program that offers preparatory training for students who may consider future employment in trade, commerce, or professional activities dealing with certain Pacific Rim countries. It is a program that has historical, cultural, commercial and language skill components, and aims to develop an understanding of and between Pacific Rim cultures. Due to the newness of the program, present study is limited to several countries in the Asia/Pacific region.

Students considering enrollment in the Pacific Rim Program should keep in mind the specific objectives for the program:

1. to provide the graduate with a basic understanding appropriate for entry into a variety of careers dealing with Pacific Rim nations;
2. to develop an appreciation of cross-cultural differences that could affect business and commercial transactions of British Columbians with citizens of Pacific Rim countries;
3. to provide an introductory knowledge of at least one language of the Pacific Rim other than English;
4. to develop an awareness of key aspects of history, politics, art and religion to enable the graduate to communicate with peoples of the Pacific Rim at a personal, social and business level;
5. to develop a broad understanding of the region and its component parts in order to provide a basis for focus on a more specific field in future employment and study.

The curriculum of the Pacific Rim Program consists of three independent but related components.

1. **Two Year Business Diploma Program** (2 years, 4 terms)  
It must be noted that the current availability of spaces in this option is limited to a maximum of ten.
2. **Transfer Program (Pacific Rim)** (1 year, 2 terms) with a selection of courses which will enable the student to progress to:
  - a) second year level of the Department of Asian Studies (U.B.C.)
  - b) second year level of the Faculty of Arts
  - c) the Operations Management Traffic and Transportation program (B.C.I.T.)

**N.B.** The ultimate decision regarding whether or not you will be accepted into any of the above-mentioned institutions with advance/transfer credit from Langara rests with these institutions.

3. **Lifelong Learning (Continuing Education)** a series of mini-courses and programs for career and professional up-grading and supplementary knowledge.

**NOTE:** Course requirements for the various program components are subject to change without prior notice in order to maintain the relevancy of the program. The College's Student Service Division should be contacted for up-to-date course information.

### **Application Requirements**

Your application will not be processed unless all required information is included, together with necessary educational transcripts and documentation.

In order for an application to be in good standing you must submit:

1. A completed career application form with special attention paid to work experience — full or part-time. (Those not currently in secondary school must account for all their time since leaving secondary school, describing job titles, duties, etc. whenever possible.)
2. A copy of all educational documents to date.
  - Those still in secondary school should attach copies of:
    - a) final Grade 11 Report Card (or official record) and
    - b) latest Grade 12 Report Card with at least two sets of grades.
  - Secondary school *graduates* within the last two years must submit a copy of their graduation transcript provided by the Ministry of Education.
  - All applicants must submit copies of official statements of marks for *any* post-secondary (university, college, BCIT, etc.) course work attempted whether completed or not.
  - Those applicants completing secondary school standing through special programs should provide official documentation to this effect.

**NOTE:** The above requirements are not applicable to the Lifelong Learning (Continuing Education) component. Students interested in this component should contact the Continuing Education division for further information as to the availability of non-credit courses.

### **TWO YEAR DIPLOMA PROGRAM**

#### **I. PACIFIC RIM PROGRAM — BUSINESS OPTION**

##### **FIRST TERM**

Marketing 115  
Business Law 115  
English 127  
Pacific Rim 130  
Pacific Rim Language

##### **SECOND TERM**

Sales Workshop 218  
Business Law 215  
English 229 or 230  
Pacific Rim 230  
Pacific Rim Language

##### **THIRD TERM**

Marketing 327  
Accounting 253\*  
History 125  
Geography 160  
Economics 221

##### **FOURTH TERM**

International Marketing 322  
Accounting 353\*  
Political Science 225  
Political Science 140  
Economics 222

\* or Accounting 115/215

By the permission of the program coordinator, BCIT courses in International Business and/or Traffic and Transportation subjects may be substituted.



### III. PACIFIC RIM PROGRAM — TRANSFER OPTION

#### Admission Requirements:

In order to be admitted to the program:

- You must arrange an interview with the counsellor in charge of the Pacific Rim Program. This will be done at the Student Services Centre at Langara Campus.
- You must have completed B.C. Grade XII or equivalent or be eligible for "Dean's Admission" ('mature student' entry on the basis of education, experience and other qualifications).
- You must have a good knowledge of the English language, including the abilities to speak clearly and to read, understand and interpret the printed work correctly.
- Preference will be given to applicants with a C+ or better average in secondary school English and Social Studies or other studies closely related to the Pacific Rim region. Preference is also given to applicants with a G.P.A. of 2.4 or better in post-secondary studies completed.
- Preference will also be given to those applicants who demonstrate a sincere desire to begin the study of a Pacific Rim language other than English.
- Applicants should be aware that at the discretion of the Department a personal interview may be required. In addition, an applicant may be required to undergo a Pacific Rim language (other than English) placement evaluation.

#### Transfer Option to BCIT

Up to one year of VCC transfer credit may be applied to the Traffic and Transportation program within the Operations Management Department at B.C.I.T. As transfer is dependant upon grades obtained as well as the opinion of the B.C.I.T. co-ordinator, please consult with the co-ordinator of the Langara Pacific Rim program for a recommended course program.

The study of a Pacific Rim language other than English is a requirement of this option.

#### Transfer Option to University

When successfully completed, this option will make the student eligible for acceptance to the second or third year of the Department of Asian Studies at UBC, or the second or third year level of the Faculty of Arts, provided all other entry requirements are also fulfilled. With the proper economics and mathematics courses taken at Langara Campus the student may qualify for continued studies in business at a university. Students are responsible for confirming with the appropriate university faculty their selection of transfer courses.

The challenges and opportunities of an international career are many, especially if you are interested in cultural, language, social and political differences between people. Through a continuation of study at a university, careers in education, research, business management, government and related areas may be made more available to you.

#### FIRST TERM

English  
Science/Mathematics  
History 125 or  
Political Science 130  
Religious Studies 120  
Pacific Rim 130  
Pacific Rim Language

#### SECOND TERM

English  
Science/Mathematics  
Political Science 225  
Geography 160  
Pacific Rim 230  
Pacific Rim Language

### Realty Appraisal Program

The increased urbanization of B.C.'s population and the rapid development of physical resources in unpopulated areas have created many situations requiring accurate appraisal of real property. Provincial assessment departments have a continuing task of evaluating new properties and reviewing the assessment on previously occupied land and improvements for taxation purposes. Land developers and real estate firms also require the services of people trained in the complex processes of real property valuation.

Vancouver Community College, Langara Campus, offers a full time two year diploma program and a part-time evening program (extended day option) in Realty Appraisal. The principles, methods and techniques of property appraisal constitute the central core of the study.

#### University Transfer Credits

Realty Appraisal Diploma Program graduates who have a grade point average of 2.0 or higher will be granted 60 credits towards the Bachelor of Arts Degree in Administrative Studies by the Open Learning Institute, British Columbia. To complete this degree, students will be required to complete an additional 60 credits of prescribed courses through the Open Learning Institute which is a distance learning university established under the authority of the Colleges and Provincial Institutes Act of British Columbia.

#### Admission Requirements:

In order to be admitted to the program:

- You must have a complete B.C. Grade XII or equivalent, or be eligible for "Dean's Admission" ('mature student' entry) on the basis of education, experience and other qualifications.
- You must have a good knowledge of the English language, including the abilities to speak clearly and to read, understand and interpret complex technical data accurately.
- Preference is given to applicants with a C+ or better average in high school English, Social Studies, Mathematics, Accounting, Law, or studies closely related to training in Realty Appraisal. Preference is also given to applicants with a G.P.A. of 2.00 or better in post-secondary studies completed.
- Applicants should be aware that, at the discretion of the Department, a personal interview may be required.



- Your application will not be processed unless all required information is included, together with necessary educational transcripts and documentation.

In order for an application to be in good standing, you must submit:

- 1) A completed career application form with special attention paid to work experience — full, or part-time.  
(Those not currently in high school must account for *all* their time since leaving secondary school, describing job titles, duties, etc., whenever possible.)
- 2) A copy of all educational documents to date.
  - Those still in secondary school should attach copies of
    - a) final grade 11 Report Card (or official record) *and*
    - b) latest grade 12 Report Card with at least two sets of grades.
  - Secondary school *graduates* within the last two years must submit a copy of their graduation transcript.
  - All applicants must submit copies of official statements of marks for *any* post-secondary (University, College, BCIT, etc.) course work completed.
  - Those applicants completing secondary school standing through special programs should provide official documentation to this effect.

### **Realty Appraisal Diploma Program (Day Option)**

Upon completion of this full time day program, the students are qualified for a College Diploma. This program includes all courses required by the Appraisal Institute of Canada as a "package program" for the C.R.A. and A.A.C.I. designations. Provided the students complete the program with a C grade or better for each course, they will be eligible to apply to the Appraisal Institute of Canada to write the National Comprehensive Examinations.

#### **FIRST TERM**

Appraisal 118  
Accounting 115  
Economics 221  
Estimating 215  
Mathematics 121

#### **THIRD TERM**

Appraisal 318  
Appraisal 319  
Assessment Procedures 315  
Geography 250

#### **SECOND TERM**

Appraisal 218  
Appraisal 219  
Real Estate Law 325  
Economics 222  
English 127 or 128

#### **FOURTH TERM**

Appraisal 418  
Appraisal 419  
Property Management 415  
Data Processing 115  
English 229 or 230

(For description of courses in Business Administration, see pages 64 to 77.)

### **Realty Appraisal Evening Program (Extended Day Option)**

This part-time evening program is packaged to include all courses required by the Appraisal Institute of Canada for the C.R.A. and A.A.C.I. designations. Students must complete the program with a C grade or better for each course to be eligible to apply to the Appraisal Institute of Canada to write the National Comprehensive Examinations.

The following courses must be completed with a C grade or better standing prior to entry into Appraisal 318:

Real Estate Law 325  
Accounting 115  
Economics 221 and 222  
Geography 250

#### **FIRST YEAR**

##### **SPRING TERM**

Appraisal 118

##### **FALL TERM**

Appraisal 218

Appraisal 219

#### **SECOND YEAR**

##### **SPRING TERM**

Appraisal 318

Appraisal 319

If one wishes to qualify for a College Diploma in Realty Appraisal, one must, in addition to the above, complete all of the other courses listed in the Day program.

### **Small Business Development Program**

This one-year certificate program is designed to assist entrepreneurs with the initial stages of their small business development. Persons working full or part-time will appreciate the flexibility of our late afternoon and evening classes as well as the strong emphasis we place on practicality.

#### **Admission Requirements:**

- Preference is given to creative individuals who are committed, skilled (or experienced) and have access to start-up capital.
- You must have a complete B.C. Grade XII or equivalent, or be eligible for "Dean's Admission" ('mature student' entry) on the basis of education, experience and other qualifications.
- You must have a good knowledge of the English language, including the abilities to speak clearly and to read, understand and interpret complex technical data accurately.
- Applicants should be aware that, at the discretion of the Department, a personal interview may be required.

- Your application will not be processed unless all required information is included, together with necessary educational transcripts and documentation.

In order for an application to be in good standing, you must submit:



- 1) A completed career application form with special attention paid to work experience — full, or part-time.  
(Those not currently in high school must account for *all* their time since leaving secondary school, describing job titles, duties, etc., whenever possible.)
- 2) A copy of all educational documents to date.
  - Those still in secondary school should attach copies of
    - a) final grade 11 Report Card (or official record) and
    - b) latest grade 12 Report Card with at least two sets of grades.
  - Secondary school *graduates within the last two years* must submit a copy of their graduation transcript provided by the Department of Education.
  - All applicants must submit copies of official statements of marks for *any* post-secondary (University, College, BCIT, etc.) course work completed.
  - Those applicants completing secondary school standing through special programs should provide official documentation to this effect.

#### FIRST TERM

Communication 115  
Small Business Fundamentals 118  
Small Business Marketing Skills  
128

#### SECOND TERM

Communication 118  
Small Business Marketing Skills  
228  
Small Business Finance 215  
Small Business Management 225  
Small Business Planning 235

#### THIRD TERM

Small Business Implementation  
318

### Common Courses and Course Sequence Interchangeability

The same courses are required in many of the Business Administration programs. If, as often is the case, you are unsure what program to choose, it may be possible for you to select a "core" of courses for the first one or two terms that allow you to switch from one program to another. This opportunity is of particular relevance to the Accounting, Finance and Investment, Business Management, Marketing and Sales programs and to part-time students. Unless you are restricted by prerequisites, you may take courses out of the normal sequence outlined in the programs.

Substitutions for recommended courses are possible to a limited degree. Please consult with the Department Chairman.

### Business Administration Courses

These courses, unless otherwise indicated, are open to regular students as electives.

### \*Accounting 115 (3) and 215 (3)

The fundamentals of accounting. An examination of the basic techniques, principles and concepts involved in the accumulation, classification, and presentation of financial data.

Accounting for proprietorship, partnerships, and limited companies. Introduction to financial statement analysis, flows of funds, price-level changes and Manufacturing Accounting.

4:0:0

### \*Accounting 116 (3)

The fundamentals of accounting. An emphasis on the managerial use of financial statements involving analysis, cash budgets, and fund statements. This course is a credit course for students on a College Diploma program other than Accounting, Finance and Investment, or Data Processing.

4:0:0

### \*Accounting 253 (3)

This course is intended to introduce the student to the concepts and principles of Financial Accounting. In addition, the course will enable the student to apply the concepts and principles to a wide variety of decision-making situations.

Prerequisite: Departmental permission.

4:0:0

### \*Accounting 275 (6)

A concentrated course in Introductory Accounting. This course covers in one term the basic accounting fundamentals, techniques, principles, and concepts as encompassed by Accounting 115 and 215.

Prerequisites:

- a) First year Arts or pre-Commerce completed and/or
- b) An extended day student.

(This course is not open to students enrolled in any of the day business programs.)

4:0:0

### \*Accounting 321 (3) and Accounting 421 (3)

Intermediate Accounting, a comprehensive study of the more complex accounting techniques, principles, and practices. A detailed examination of the methods and concepts involved in the measurement of net income and the determination of financial position.

Prerequisite: Standing of "C" or higher in Accounting 215 or Accounting 275.

4:0:0

### \*Accounting 353 (3)

The review and extension of the concepts of financial accounting and their application to the financial statements studied in Accounting 253 and to additional areas, including income tax. The impact on financial statements of income determination, valuation, and classification alternatives. The use of financial statements for decisions through ratio analysis.

Prerequisite: Accounting 253.

4:0:0



**\*Accounting 475 (3)**

A review of the accounting cycle and preparation of financial reports with emphasis on the Accounting Principles and concepts involved. Some areas included are determination of net income and financial position, changes in financial position, statements from incomplete records, and comparative statements.

Prerequisites: Accounting 115/215 or 275.

**3:1:0**

**\*Accounting Computer Applications 308 (3)**

**MICRO-COMPUTER APPLICATIONS IN ACCOUNTING**

A laboratory course using micro-computer software programs with simulated accounting procedures. The emphasis will be on General Accounting programs (ACCPAC) and Spreadsheet programs (LOTUS 1-2-3). This course is restricted to students enrolled in the Accounting Program.

Prerequisite: Computer Information Systems 212 (C- grade or better).

**0:0:4**

**\*Advertising and Sales Promotion 321 (3)**

The theory and practice of modern advertising. Course content includes marketing and communication concepts and strategies; creation of an advertisement; media, retail, national, industrial, direct mail and television advertising; packaging; point-of-sale methods; display; case histories; public relations; costing and measuring effectiveness of a campaign. The practical aspects of advertising are emphasized. Course includes field trips and guest speakers.

**3:1:0**

**\*Appraisal 118 (6)**

This course is the student's introduction to Realty Appraisal and will cover such subjects as the purpose, functions, and nature of value; basic principles, legal aspects and trends of Real Estate. It includes site valuation, building inspection, materials, basic building cost estimation, and depreciation. Introduction to the three approaches to value.

**8:0:0**

**\*Appraisal 218 (6)**

This course is a continuation of the appraisal process and will deal with more complex aspects of Realty Appraisal. It will stress Real Estate Mathematics, mortgage equity concepts, case studies and other special appraisal items.

Prerequisites: Appraisal 118, Economics 221/222, Real Estate Law 325, Geography 250.

**8:0:0**

**\*Appraisal 219 (3)**

A first course in appraisal field work training which will include site inspection, single family residential house inspection, floor area measurements, preparation of floor plans, market data collection, market analysis and appraisal of a single family residential house.

Prerequisite: Appraisal 118.

**4:0:0**

**\*Appraisal 318 (6)**

This course will include advanced concepts of real estate appraisal,

financing mathematics and investment analyses such as mortgage-equity concepts, discounted cash flow concepts, net present value analysis, actual rate of return analysis, marginal profitability analysis, cost/benefit analysis.

Prerequisites: Appraisal 218, Appraisal 219, Geography 250 and Accounting 115.

**8:0:0**

**\*Appraisal 319 (3)**

A continuation of Appraisal 219. Narrative report writing will be emphasized. A detailed appraisal report on a single family residential property should be completed as a major term project.

Prerequisites: Appraisal 218 and Appraisal 219.

**4:0:0**

**\*Appraisal 418 (6)**

This is advanced appraisal field work training which includes large development site inspection, progress report writing, market data collection and analysis and investment/commercial/industrial real estate properties inspection. A detailed appraisal report on an apartment building should be completed as a major term project.

Prerequisites: Appraisal 318, 319.

**8:0:0**

**\*Appraisal 419 (3)**

This is a continuation of Appraisal 418 and provides additional field work experience, advanced appraisal concepts and appraisal of special purpose properties.

Prerequisites: Appraisal 318, 319.

**4:0:0**

**\*Assessment Procedures 315 (3)**

This study will acquaint you with the procedure necessary to the operation of an assessment office. Main topics will center upon the Municipal and the Assessment Authority of British Columbia Acts and Land Assessment.

**3:1:0**

**\*Auditing 423 (3)**

Internal control and auditing procedures involved in the certification of financial statements. Generally accepted auditing standards. Professional and legal requirements in auditing.

Prerequisite: Accounting 215.

**3:1:0**

**\*Business 195 (3) and 295 (3)**

These numbers are reserved for business courses that may be offered from time to time by:

- a) College Business Administration Faculty who may wish to present a course in their specialty which may be of limited interest; or
- b) Visiting Business lecturers.

Announcements regarding Business 195/295 offerings will be made by Calendar Supplement. Prerequisites will be announced by special bulletin.

**3:1:0**



### **\*Business Law 115 (3) and Business Law 215 (3)**

A general overview of business law, including sources of law, court procedures, law of contracts, agency law, sales of goods, partnership and company law. An introduction to negotiable instruments, tort liability, and the Bankruptcy Act; labour, welfare, and tax legislation, and acts applying to the various financial institutions.

Prerequisite for Business Law 215: Business Law 115.

**3:1:0**

### **\*Business Law 275 (6)**

A concentrated course in Business Law. This course covers a general overview of business law, including sources of law, court procedures, law of contracts, agency law, sale of goods, partnership and company law. An introduction to negotiable instruments, tort liability, and the Bankruptcy Act; labour, welfare, and tax legislation; and acts applying to the various financial institutions. This course covers the same material as Business Law 115 and 215 in one term.

**4:0:0**

Prerequisites:

- a) First year Arts or pre-Commerce complete and/or
- b) Extended day student.

(This course is not open to students enrolled in any of the day business programs.)

### **\*Business Procedures 115 (3)**

An introduction to business in Canada. This course recognizes the need for a thorough knowledge of the conduct of business in our society with emphasis on the legal, financial, and organizational aspects of commercial and industrial enterprise in the Canadian environment.

**3:1:0**

### **\*Computer Information Systems 115 (3)**

#### **SYSTEMS ANALYSIS**

An introduction to the basic skills and techniques of systems analysis. Emphasis is placed on the role of the systems analyst in an organization and the involvement of people in the overall process. In addition the following topics are covered: project life cycle, structured methodology, cost benefit analysis, techniques, forms design, coding methods and records management.

**3:1:0**

**NOTE:** Priority is given to students enrolled in the Computer Information Systems Program.

### **\*Computer Information Systems 118 (8)**

#### **COBOL PROGRAMMING**

Fundamentals of data processing and structured Cobol programming. Topics include problem solving, structure charts, sequential files, input/output format and procedures, program testing and types of documentation.

**6:2:2**

**NOTE:** Restricted to students enrolled in the Computer Information Systems Program.

### **\*Computer Information Systems 212 (3)**

#### **MICRO-COMPUTER SYSTEMS AND APPLICATIONS**

A course which provides hands-on micro-computer experience and exposes the student to the capabilities, applications and software packages commonly used in industry.

**3:1:0**

### **\*Computer Information Systems 215 (3)**

#### **BUSINESS COMPUTER APPLICATIONS**

An understanding of applications commonly encountered in business. Emphasis is placed on the systems concepts, files, programs, and procedures required to computerize order entry, billing, accounts receivable, accounts payable, payroll, general ledger, inventory management, forecast and control. Accounting packages for micro computers are discussed and illustrated.

**3:1:0**

**NOTE:** Priority is given to students enrolled in the Computer Information Systems Program.

### **\*Computer Information Systems 216 (3)**

#### **DATA COMMUNICATIONS**

An introduction to communications technology and operating systems. Topics include communication hardware and software, network structures and design, micro computer and mainframe operating systems and job control languages. An introduction to BASIC programming is provided to develop skill in programming interactive time sharing systems and personal computers.

**3:1:0**

**NOTE:** Restricted to students enrolled in the Computer Information Systems Program.

### **\*Computer Information Systems 218 (8)**

#### **ADVANCED COBOL AND RPG PROGRAMMING**

Advanced techniques of structured COBOL programming utilized in business application. Topics include sorting techniques, table handling, indexed sequential files, use of subroutines, and systems integration techniques. RPG programming is also taught in the latter portion of the course.

Prerequisite: Computer Information Systems 118.

**6:2:2**

**NOTE:** Restricted to students enrolled in the Computer Information Systems Program.

### **\*Computer Information Systems 321 (3)**

#### **DECISION SUPPORT SYSTEMS**

Tools and techniques of systems analysis and management science. Topics include project management — Pert/CPM, decision tables and tree structures, linear programming, simulation and spread sheets. Mainframe and micro computer software packages, including spread sheets, which support these techniques are discussed and used for problem solving exercises.

**3:1:0**

**NOTE:** Restricted to students enrolled in the Computer Information Systems Program.



## Computer Information Systems 328 (8)

### ASSEMBLER PROGRAMMING

An extensive course in Assembler Language utilizing IBM mainframes. Topics include language structure and syntax, computer architecture and operation.

Prerequisite: Computer Information Systems 218.

6:2:2

**NOTE:** Restricted to students enrolled in the Computer Information Systems Program.

## \*Computer Information Systems 329 (15)

### CO-OPERATIVE WORK PLACEMENT

Work experience. The real-life application of the theoretical studies undertaken in terms 1 and 2 through paid temporary full-time placement in the data processing work force. A comprehensive report on the work term completed outside normal working hours culminates the work experience. Typical work assignments have included program maintenance, conversion of existing programs from one programming language to another, program documentation, console operation, updating of user manuals.

0:0:37

**NOTE:** Restricted to students meeting the admission requirements of the Co-operative Education Option. Graded S/U (See page 13.)

## \*Computer Information Systems 415 (3)

### MANAGEMENT INFORMATION SYSTEMS

The integration of basic systems theory with design, implementation, and application of management information systems (MIS). This will facilitate the understanding of MIS goals and the effect of MIS on organization structure and corporate management.

3:1:0

**NOTE:** Restricted to students enrolled in the Computer Information Systems Program.

## \*Computer Information Systems 421 (3)

### DATA BASE MANAGEMENT SYSTEMS

Structured design techniques for Data Base Management Systems. Topics discussed include hierarchical, network, and relational data structures, access methods, procedural and non-procedural programming languages, data base administration, data dictionaries and performance issues of data bases. Also discussed are job control languages, computer auditing, and hardware and software evaluation. Several data base packages for mainframe, mini and micro computers are examined and POWER, and dBASE are used in "hands-on" laboratories.

3:1:0

**NOTE:** Restricted to students enrolled in the Computer Information Systems.

## \*Computer Information Systems 428 (8)

### PL/1 PROGRAMMING

Programming business applications using the PL/1 language. A large number of language features will be covered with special emphasis on

file handling and business programming techniques through the programming of a small system.

Prerequisite: Computer Information Systems 328.

6:2:2

**NOTE:** Restricted to students enrolled in the Computer Information Systems Program.

## \*Computer Information Systems 529 (15)

### CO-OPERATIVE WORK PLACEMENT

Work experience. Practical application of academic knowledge gained in terms 1, 2 and 4 and on the job experience gained in term 3 to enhance technical skills, professional and personal development. Assignments undertaken are summarized and documented in a report completed outside working hours. Typical work assignments have included program maintenance, program documentation, design, development and implementation of "on-request" user reports, system design and implementation support through the development of test data, systems and program documentation, and user manual preparation, marketing support activities.

0:0:37

**NOTE:** Restricted to students meeting the admission requirements of the Co-operative Education Option. Graded S/U (See page 13)

## \*Credit and Collections 321 (3)

A practical working introduction to the realm of credit granting and collections. Origin, history, theory, and types of credit; credit as a sales force; analyzing credit reports; reactivating inactive accounts; debt collection with customer retention; record keeping; legislation; credit associations; creation of credit plans, and international credit granting.

3:1:0

## \*Data Processing 115 (3)

### INTRODUCTION TO DATA PROCESSING

Introduction to computer concepts, programming and processing. Emphasis will be placed on learning through practical hands-on experience with computers. While the intention is not to produce programmers, students will be exposed to programming in BASIC Topics, examples and assignments will be chosen to suit the particular interests of the students in attendance.

3:1:0

## Data Processing 125 (3)

### INTRODUCTION TO DATA PROCESSING

Introduction to computer concepts, programming and processing. Emphasis will be placed on learning through practical hands-on experience with the Prime computer system. Students will be exposed to some programming in BASIC topics. The use of micro-computers in data processing will be introduced, but the emphasis will be on the use of mini-computers.

3:1:0

## \*Data Processing 215 (3)

The role of information systems in the business environment. Emphasis will be placed on the systems concept and on applying structured approaches to analyzing and solving management information problems.



Textbook study of the theory of systems analysis will be combined with case studies of specific applications.

Prerequisite: Computer Information Systems 115. **3:1:0**

**\*Estimating 215 (3)**

**BUILDING CONSTRUCTION AND COST ESTIMATING**

This will include the basic building construction of single family residential houses and commercial buildings, Canadian building code, building cost estimating by cost manuals and computerized programs. **4:0:0**

**\*Fundamentals of Finance 321 (3) and 421 (3)**

A study of internal company financing with reference to investments and banking institutions. Major topics are: financial ratio analysis, cash, inventory and receivables management (including consumer credit), fixed asset investment, cash flow forecasting, sources of credit, cost of capital, and appraisal of investment opportunities. Some emphasis on ownership versus leasing and implications of income tax.

Prerequisite: Accounting 115/215 or 275. **3:1:0**

**\*Income Tax 325 (3)**

A course on Federal Income Tax legislation and its impact on Canadian business decisions and development. This course includes a study of the principles behind the Income Tax Act and its regulations, with some coverage of the Act's effect on personal income and the making of personal financial decisions. Prerequisite: Accounting 115. **3:1:0**

**\*Institutional Business Procedures 116 (3)**

An introduction, designed especially for non-business students, to the business principles. Topics include: legal and economic status of institutions in relationship to the government, office procedures, basic book-keeping, statistics. **3:1:0**

**\*International Marketing 322 (3)**

This course focuses on practical methods of international market development which entails methods of searching out and securing market opportunities and sources of supply. Methods of market development will progress from the techniques of securing an agent through branch-plant development. There shall be a heavy emphasis on market research techniques and recognition of cultural differences. Students will be introduced to transportation methods and costing, the fundamentals of trade related financial tools and services and the roles of governments to encourage/guide trade. Focus of reference will be on Pacific Rim countries. Both import and export techniques will be covered. **3:1:0**

**\*Investments and Institutions 115 (3) and 215 (3)**

The course is designed to present and develop the perspective of risk-taking from a variety of stances and in a variety of investment media. The student will become aware of the stock, bond, option, money and commodity markets from the viewpoints of the speculator, investor and customer's representative. Other investment and speculative opportunities in property, gold, silver, art and other collections will be explored. The

course progresses from an overview of investment and speculative markets to the analysis market conditions and individual securities. **3:1:0**

**\*Legal Procedures 225 (3)**

A special course designed to serve the needs of the court reporting student; it emphasizes legal court proceedings and the progression of cases through the legal system, both criminal and civil as such things relate to the court reporter and his/her work: Primarily for students in the Court Reporter Program.

Prerequisite: Business Law 115. **3:1:0**

**\*Management Policy and Practices 321 (3)**

Principles of organization and resulting types of business structure, line and staff organization, production problems, aspects of personnel management. This course uses case studies as the principal method of introducing various management policies and practices.

Prerequisite: Two terms of a business career program or a minimum of 30 credits including Accounting 116, 215, or 275. **3:1:0**

**\*Management Accounting 323 (3) and Management Accounting 423 (3)**

The study of accounting for the manufacturing enterprise including job order, process, direct standard cost systems. Also deals with the problems arising from joint product production and spoilage and wastage. It deals with inventory planning and control and payrolls in some detail, and explores the problem of decentralization as an effective management technique.

Prerequisite for Accounting 323: Standing of "C" or higher in Accounting 215 or 275.

Prerequisite for Accounting 423: Accounting 323. **4:0:0**

**\*Marketing 115 (3)**

A concentrated study of texts, readings, and cases concerning the problems of matching demand with supply of goods and services: consumer motivation, market research, selection of marketing strategy, development of the promotional mix, pricing and inventory management. **3:1:0**

**\*Marketing 321 (3)**

A detailed study of practices of middlemen and their role in business. The wholesaling program, product mix, sales promotion, investment, warehousing, and shipping.

Prerequisite: Two terms of Marketing and Sales courses or their equivalent. **3:1:0**

**\*Marketing 327 (3)**

An introduction to computers and data processing in the context of Marketing Research. **3:1:0**

**\*Marketing 424 (3)**

This course involves a comprehensive report on a major marketing or



sales problem developed through tutorials throughout the final term of the two-year program. This thesis earns credit as a fourth-term subject.

Prerequisite: Marketing 321.

3:1:0

### \*Merchandising 117 (3)

A study of retailing methods and techniques particularly as they pertain to firms dealing in products or services requiring some art background.

3:1:0

### \*Office Management and Procedures 415 (3)

A broad practical appreciation of techniques in the art and practice of managing an office. The course covers: the role of the office; filing and record systems; microfilming; coding and indexing; control and design of forms; mechanization; reproduction and distribution systems; evaluation of new equipment; office layout and working conditions; function of the office manager; planning and controls; job design and analysis; performance standards; budgeting; inventory control; payroll and reporting procedures and techniques.

3:1:0

### \*Personnel Management 115 (3)

Essentially a course in human and industrial relations with emphasis on the various processes and techniques of establishing and maintaining an efficient working force through high morale and effective public relations. It studies the more technical aspects of personnel management only in sufficient depth to give a reasonable understanding of their nature and purpose.

3:1:0

### \*Principles of Organizational Behaviour 321 (3)

An introductory examination of work organizations and the behaviour of individuals within them. Phenomena to be studied include organizational structure, organizational environments, group process, perception of individual motivation communication, power processes, leadership and learning.

Prerequisite: First year Arts or pre-commerce complete.

3:1:0

### \*Property Management 415 (3)

A basic course in property management that includes leasing, rent collections, purchasing, property taxes, neighbourhood and property analysis, depreciation, obsolescence, and deferred maintenance.

3:1:0

### \*Public Speaking 119 (1) and 119L (0)

This course will develop student confidence and speaking skills. It is a mandatory requirement for the Accounting diploma and for the Finance and Investment diploma.

0:0:2

### \*Purchasing 415 (3)

Provides the underlying principles of purchasing and related functions, and covers: purchasing and management; organization; quality control; stores function; records and control; budgeting; traffic and expediting; customs and excise duties; forms and procedures; value analysis; capital budgeting; legal aspects; disposals and personnel evaluation and management.

3:1:0

### \*Real Estate Law 325 (3)

The fundamentals of law as it relates to Real Estate. This will include: encumbrances, contract and agency law, leases, transfers of titles, easements, landlord and tenants relations, mortgages, expropriations, and compensation.

3:1:0

### \*Sales Workshop 218 (3) and 418 (3)

A thorough exploration, through two terms, of the role and activity of personal selling with emphasis upon the value of practical participation in the sales situation through operational schemes, role-playing, and research. The theory of inter-personal relationships is reinforced by application of carefully developed techniques.

3:1:0

**NOTE:** Restricted to students enrolled in the Marketing and Sales Program unless permission granted by Department.

### \*Shorthand 114 (2) and Shorthand 115 (1)

Theory and Practice of shorthand to provide a proficiency for general notetaking. Recommended for students seeking to acquire shorthand skills for personal use and for career students whose program requires shorthand, e.g. Journalism.

Shorthand 114 1:0:2

Shorthand 115 0:0:2

### \*Small Business 115 (3)

#### STARTING A SMALL BUSINESS

An introduction to the relevant aspects of setting up a small business. This includes: form of ownership, basic market research, determination of marketing and personal policies, budgeting, government regulations, financing, purchasing, promotion, bankruptcy, and consulting services. It emphasizes a practical approach with the use of case studies.

3:1:0

### \*Small Business Workshop 118 (6)

A practical overview of small business fundamentals such as forms of ownership, issuing of shares, recordkeeping, cash flow, financial statements, contract law, site selection, assessment of financial needs etc.

0:8:2

### \*Small Business Marketing Skills 128 (6)

An intensive study of basic marketing concepts and techniques used by successful small business persons. The course includes lectures, seminars and workshops incorporating the use of case studies, role-playing, audio-visual aids, guest lecturers and actual small business projects.

6:2:2

### \*Small Business Financial Skills 215 (3)

This course is designed to provide the small business person with the basics of finance, budgeting, funding, ratio analysis, turnover analysis, earning power, marginal analysis, costing and other financial skills essential for small business planning and development.

Prerequisite: Small Business Workshop 118.

3:1:0



### \*Small Business Management Skills 225 (3)

A study of fundamental managerial policies and practices as they apply to the small business setting. Emphasis is placed on leadership and the role of the entrepreneur as an employer. Students learn how to multiply themselves through others.

3:1:0

### \*Small Business Marketing Skills 228 (6)

Enables students to practically apply small business marketing concepts and techniques covered in the SMALL BUSINESS MARKETING SKILLS 123 course. Numerous field projects (tailored to each entrepreneur's needs), guest speakers, role-playing and audio-visual aids will provide the setting for seminars, workshops and tutorials. Students enrolled in this course will be encouraged to concentrate most of their energy on the development of a well documented marketing base for their small business plan.

Prerequisite: Small Business Marketing Skills 128.

6:2:2

### \*Small Business Planning Skills 235 (3)

This course involves the application of "how to" techniques on the development of individual venture plans. Students select a business venture and conduct the research and planning required for the eventual implementation of the business.

Prerequisite: Small Business Workshop 118.

3:1:0

### \*Small Business Workshop 318 (15)

This is a project term where the students will demonstrate their competence in small business development by implementing a business plan. Students have the option of launching an on-going venture or starting and running a summer venture. In addition, students attend evening classes where they learn to apply problem-solving techniques on actual small business situations. This course also features extensive individual assistance by professional small business development counsellors.

Prerequisites: Small Business Workshop 118, Small Business Marketing Skills 128, Small Business Marketing Skills 228.

0:3:40

### \*Typing 114 (3)

Introduction to the skill of typewriting for beginners. The student will learn the basics of letter, manuscript, and tabulation production and will develop a basic, accurate typing speed, useful for personal requirements.

1:0:3

### \*Typing 115 (3)

A continuation of 114 for those who have completed that course but require a higher level of proficiency in typing; an alternate to 114 for those students who can prove a typing speed of 30 w.p.m but need to increase that speed and improve their production ability.

1:0:3

Recommended for career students.

### \*Typing 116 (3)

#### ADVANCED SPEED AND ACCURACY

Development of typing speed and accuracy to a minimum of 65 words a minute, corrected speed. This course is designed to provide advanced typing skills as required mainly for the Court Reporting program.

0:0:4

## COMMUNITY SERVICES PROGRAMS

### *Court Reporter Program*

This is a five term (20 month continuous) program offered in cooperation with the Ministry of the Attorney General of British Columbia. This program trains you in the skills and duties of verbatim machine shorthand for free lance and court reporting. The program will also give you a basic knowledge of the Canadian judicial system with special emphasis on British Columbia court procedures and functions.

The theory of machine shorthand used in this program is compatible with the very latest in computer transcription technology. However, this does not preclude you from the conventional method of court reporting (taking verbatim machine shorthand in a court and typing transcripts from those notes). In effect, this theory prepares you to meet future technological advances while earning a living.

This program requires a minimum of eight hours of study and practice per scheduled day. With such effort you should achieve 200 words per minute on the stenograph machine.

#### Admission Requirements:

In order to be admitted to the program:

- You must have secondary school graduation or be eligible for a Dean's Admission.
- You should have the ability to type 40 wpm at the time of testing.
- You must have unimpaired hearing, speech and vision, good manual dexterity and physical stamina.
- You must have the financial ability to carry out the twenty-month continuous program without the necessity of outside employment.
- You should have an interest in the Canadian judicial system, and its operation.
- You must be mature and emotionally stable in order to deal with a wide variety of people, many of whom are under considerable stress.
- You will normally be required to attend an interview conducted by the coordinator of the program.

Preference will be given to applicants with above average achievement in typing, English and related subjects. Acceptance into the program will be determined by pre-admission tests given at the college between May and June of year of application.

Please see general requirements for enrolling for the first time in Career Programs, page 8.



**FIRST TERM**

Business Law 115  
 Communication 116  
 Machine Shorthand 118  
 Machine Shorthand 128  
 Transcription 138

**THIRD TERM**

Court Reporting Workshop 348  
 Machine Shorthand 358  
 Machine Shorthand 328  
 Transcription 338  
 Typing 116

**FIFTH TERM**

Court Reporting Practicum 549  
 — Graded S/U (See page 13)  
 Machine Shorthand 558  
 Machine Shorthand 528  
 Transcription 538  
 Transcription Practicum 539  
 — Graded S/U (See page 13)

You must successfully complete Machine Shorthand, Court Reporting Workshop, and Transcription in the preceding term before enrolling in the following term.

**\*Court Reporting Workshop 348 (3)**

Proceedings at Inquest, Preliminary Inquiry, and Provincial Court trials, using the multi-party dictation boards for nine party dictation.

Prerequisites: Machine Shorthand 228/258 and Transcript 238. **2:0:3**

**\*Court Reporting Workshop 448 (3)**

This section covers Supreme and County Court trials together with civil and criminal matters in these courts, and jury trial proceedings, all using the multi-party dictation boards.

Prerequisites: Court Reporting Workshop 348, Machine Shorthand 328/358 and Transcript 338. **2:0:3**

**\*Machine Shorthand 118 (3) and 128 (3)**

Basic training in the keyboard and theory of the Stenograph Machine followed by lessons in speed building for machine shorthand. At the completion of this term, you should be able to write between 60 and 80 w.p.m. Machine theory taught in this program is for Court Reporting and is computer compatible. **4:3:8**

**\*Machine Shorthand 228 (2)**

Speed building from taped material, with speed testing to 125 w.p.m. in the Steno Lab.

Prerequisites: Machine Shorthand 118 and 128. **1:0:4**

**SECOND TERM**

Biology 151  
 Legal Procedures 225  
 Machine Shorthand 258  
 Machine Shorthand 228  
 Transcription 238

**FOURTH TERM**

Court Reporting Workshop 448  
 Machine Shorthand 458  
 Machine Shorthand 428  
 Transcription 438

**\*Machine Shorthand 328 (2)**

Speed building from taped material with speed testing to 150 w.p.m. in the Steno Lab.

Prerequisite: Machine Shorthand 228. **0:0:5**

**\*Machine Shorthand 428 (2)**

Speed building from taped material with speed testing to 175 w.p.m. in the Steno Lab.

Prerequisite: Machine Shorthand 328. **0:0:5**

**\*Machine Shorthand 528 (2)**

Speed building from taped material with speed testing to 200/225 w.p.m. in the Steno Lab.

Prerequisite: Machine Shorthand 428. **0:0:4**

**\*Machine Shorthand 258 (2)**

Speed building from live, multi-party dictation. Most of the material used is from Canadian Courts and Legal proceedings, but literary material is also included.

Prerequisites: Machine Shorthand 118 and 128. **2:0:8**

**\*Machine Shorthand 358 (3)**

Speed building from live multi-party dictation using Examinations for Discovery and actual courtroom transcripts from B.C. legal proceedings as well as literary material of high word density.

Prerequisite: Machine Shorthand 258. **2:0:8**

**\*Machine Shorthand 458 (3)**

Speed building from live multi-party dictation; this course emphasizes high speed two party dictation up to 175 w.p.m. and literary material of high word density.

Prerequisite: Machine Shorthand 358. **2:0:8**

**\*Machine Shorthand 558 (3)**

Speed building from live multi-voice dictation using appeal books prepared for the B.C. Court of Appeal and other sources of current court material to speeds of 200/225 w.p.m.

Prerequisite: Machine Shorthand 458. **2:0:6**

**\*Transcription 138 (3)**

An introduction to the very basic requirements of preparing legal transcripts. **2:0:3**

**\*Transcription 238 (3)**

Progressive development of transcribing ability with emphasis upon your ability to transcribe directly from shorthand notes into the "finished product".

Prerequisites: Transcription 138, Machine Shorthand 118 and 128. **2:0:3**



### \*Transcription 338 (3)

Transcribing material dictated in the Court Reporting Workshop, and tests directly from shorthand notes.

Prerequisites: Transcription 238, Machine Shorthand 228, 258. **2:0:3**

### \*Transcription 438 (3)

Transcribing the material dictated in Court Reporting Workshop and tests from the Machine Shorthand classes, all in the required style and format.

Prerequisites: Transcription 338, Machine Shorthand 328 and 358, Court Reporting Workshop 348 and Typing 116. **2:0:3**

### \*Transcription 538 (3)

Transcription of material from tests in required format.

Prerequisites: Transcription 438, Machine Shorthand 428 and 458, Court Reporting Workshop 448. **2:0:2**

### \*Court Reporting Practicum 549 (3)

You will spend a minimum of ten days at court or conference, reporting the proceedings along with an official court reporter. You will transcribe and submit to the official reporter the work done at these hearings. Grades based on performance report submitted by the official reporter.

**0:0:8**

### \*Transcription Practicum 539 (2)

During this course, you will prepare the transcriptions of the days spent with an official court reporter. The instructors in this course will act as resource persons; grades for the work will be based on comments from the official reporter who took the student on the Court Reporting Practicum.

**0:0:4**

## **Criminal Justice Program**

This four-term program will provide you with preliminary training through specialized and general education courses if you are intending to proceed to a career with the Royal Canadian Mounted Police, municipal police forces, correction services, industrial security departments, protective services agencies, or other law enforcement careers, such as the specialized functions and duties of court clerks and customs inspectors.

It should be carefully noted that if you wish to enter law enforcement agencies such as the R.C.M.P., municipal police forces or correction services, that requirements are established by each agency. In general, these include: maximum age of 27 to 30 years at time of recruitment, excellent physical, emotional and mental health, lack of a criminal record, minimum height of 5'8" for males and 5'4" for females, ability to swim, a valid driver's licence and good moral character.

If you are preparing for security work, investigative and other protective services and customs inspectors, physical requirements are less demanding but good health and moral character are required by all types of work.

## **Admission Requirements:**

In order to be admitted to the program:

- You must have a complete B.C. grade 12 standing or equivalent and evidence of good student potential. If you are a mature student who has less than academic standing you may be accepted into the program provided you can evidence the ability to handle college level academic work. (In addition, some written work will be requested at the time of the interview.)
- You must have an interest in the Canadian Criminal Justice System, and its operation.
- You must be mature and emotionally stable in order to deal with a wide variety of people, many of whom are under considerable stress.
- You must be able to demonstrate an understanding of the career you wish to pursue.
- You must have a good knowledge of the English language, including the abilities to speak clearly and to read, understand and interpret complex data accurately.
- You must submit an official copy of the E.P.T. results.
- You will be required to have a successful interview with the coordinator of the program and only those whose application meets all the requirements of the program will be interviewed.

Your application will not be processed unless all required information is included, together with necessary educational transcripts and documentation.

In order to an application to be in good standing, you must submit:

- 1) A completed career application form with special attention paid to work experience — full or part-time and/or volunteer experience. (Those not currently in high school must account for *all* their time since leaving secondary school, describing job titles, duties, etc. whenever possible.)
- 2) A copy of all educational documents to date.
  - Those still in secondary school should attach copies of
    - a) final grade 11 Report Card (or official record) *and*
    - b) latest grade 12 Report Card with at least two sets of grades.
  - Secondary school *graduates* must submit a copy of their graduation transcript provided by the Department of Education.
  - All applicants must submit copies of official statements of marks of *any* post-secondary (University, College, BCIT, etc.) course work completed.
  - Those applicants completing secondary school standing through special programs should provide official documentation to this effect.

## **FIRST TERM**

Criminal Justice 115

English 127

Law 116

Physical Education 116

— Graded S/U (See page 13)

## **SECOND TERM**

Communication 117

Criminal Justice 215

Law 216

Physical Education 112

— Graded S/U (See page 13)



Political Science 119  
Psychology 115

### **THIRD TERM**

Communication 118  
Community Resources 315  
Law and Court Procedures 316  
Physical Education 125  
— Graded S/U (See page 13)  
Psychology 322  
Sociology 121

You must successfully complete Criminal Justice, Law, Security and Community Resources subjects in the preceding term before enrolling in the following term.

To be eligible for second, third and fourth terms, you must have a minimum "C" grade in all *other* subjects unless granted permission to advance by Program Co-ordinator.

The following courses are restricted to students taking the Criminal Justice Program.

### **\*Community Resources 315 (3)**

A course designed to introduce the correction and parole systems and to tie them in with the community agencies which, properly utilized, play an important role in crime prevention and reduction of juvenile delinquency. Specialists will present the lessons in each major area and field trips will complement the classroom learning. **3:1:4**

### **\*Criminal Justice 115 (3)**

Principles of supervision and organization with special emphasis on modern concepts of public service. Functions and activities; records; communications; public relations. **3:1:0**

### **\*Criminal Justice 215 (3)**

Administration of line and staff operations in both public and commercial security organizations. Patrol, investigation, traffic, juvenile, and other special units. **3:1:0**

### **\*Criminal Justice Practicum 419 (3)**

During this term each student gains further practical experience working in the criminal justice field. The student is evaluated primarily on his practical work by the course instructor and his supervisor. Service in a police reserve force fulfills the requirements of this course. **0:1:8**

### **\*Law 116 (3)**

#### **INTRODUCTION TO LAW**

Principles of civil and criminal law, philosophy, theory, history and purpose. Introduction to criminal law and court procedures. Detailed study of torts, contract and property law. **3:1:0**

Psychology 215  
Security 215

### **FOURTH TERM**

Criminal Justice Practicum 419  
Mathematics 119  
Philosophy 100  
Psychology 326  
Sociology 205

### **\*Law 216 (3)**

#### **CRIMINAL LAW**

Detailed study of the general principles of criminal law, substantive crimes and their punishment, and selected federal and provincial statutes. **3:1:0**

### **\*Law and Court Procedures 316 (3)**

#### **CRIMINAL AND COURT PROCEDURES**

Study of Criminal Code procedures and the collection and presentation of evidence in criminal cases. Functions of court officers. Trial procedures. Visits to various courts. **3:1:2**

### **\*Security 215 (3)**

#### **SECURITY**

Protection of commercial and industrial operations against profit loss through theft, burglary, shoplifting, credit card and insurance frauds. This course will include guest lecturers, plant visits, guard dog demonstrations, etc. **3:1:2**

## **Early Childhood Education Program**

### **The Rationale**

For various reasons in our modern society it is necessary to provide care for many young children outside of their homes. More than a "love" of children, or a passing interest in them, is necessary to prepare for this important work. One must have a sincere desire to learn about, understand and enjoy young children and the ability to work as a member of a team of colleagues and community professionals. It is also essential to have an understanding of yourself and your reaction to human behaviour. A sense of humour is a great asset.

### **Employment Opportunities**

There are several types of job opportunities for graduates of this program. Graduates are currently employed in parent participation pre-schools, privately operated nursery schools and kindergartens, profit and non-profit day care centres, hospital play therapy centres, special education centres, family day care centres, family service centres and other child minding services. A few graduates have taken further education and secured positions as Early Childhood Education instructors and consultants. Both men and women are needed in this field but because of the responsibility of the job, employment opportunities for the younger graduates are more limited.

### **Admission Requirements:**

In order to be admitted to the program:

- You must be mature and emotionally stable in dealing with a wide variety of people.
- You must have a complete B.C. Grade XII standing or its equivalent and evidence of good student potential. If you are a mature student with slightly less than required academic standing you may be accepted provided you can demonstrate the ability to handle college



level academic work. (In addition, some written work will be requested of you at the time of the interview).

- You must provide evidence that you are physically and emotionally healthy and, therefore, must have a medical examination during the three month period prior to entry into the program. A MEDICAL FORM FOR THIS REPORT WILL BE SENT TO YOU BY THE COLLEGE, ALONG WITH YOUR LETTER OF ACCEPTANCE. YOUR PHYSICIAN MUST SUBMIT THIS REPORT DIRECTLY TO THE COLLEGE HEALTH SERVICE AT LANGARA BEFORE PERMISSION TO REGISTER IS GRANTED.
- You must have had some current experience in the care of children under six years, particularly with "groups" of pre-school children. You must also provide references certifying the experiences were successful. Baby-sitting experience alone is not adequate.
- You must have a good knowledge of the English language and the ability to speak and read clearly and correctly. This is most important as young children are in the process of acquiring language.
- You must have a successful interview conducted by the Program Selection Committee.
- Your application will not be processed unless it is complete and is accompanied by the following documents:
  - Transcripts (if applicable)
  - Letters of reference

Please see general requirements for enrolling for the first time in Career Programs, page 8.

### The Curriculum

The Langara Campus of Vancouver Community College offers a one year, full-time day program, which is designed to prepare students to meet the requirements of the Community Childcare Facilities Licensing Board. Graduates receive a certificate upon completion of the program. Those who complete an additional year of academic studies at Langara are eligible for a Coordinated Diploma in Early Childhood Education. Entry into this program takes place only in September. Practical experience in a variety of early childhood education centres is an essential part of the program.

#### FIRST TERM

Early Childhood Education 116  
 Early Childhood Education 115  
 Early Childhood Education 118  
 Early Childhood Education 101  
 Early Childhood Education 102  
 Early Childhood Education 103  
 Early Childhood Education 104  
 Early Childhood Education 119  
 — Graded S/U (See page 13)  
 Psychology 118  
 English 127

#### SECOND TERM

Early Childhood Education 217  
 Early Childhood Education 215  
 Early Childhood Education 218  
 Early Childhood Education 201  
 Early Childhood Education 202  
 Early Childhood Education 203  
 Early Childhood Education 204  
 Early Childhood Education 219  
 — Graded S/U (See page 13)  
 Psychology 218  
 Communication 115

#### THIRD TERM

Early Childhood Education 325  
 Early Childhood Education 315  
 Early Childhood Education 318  
 Early Childhood Education 319  
 — Graded S/U (See page 13)  
 Early Childhood Education 301  
 Early Childhood Education 302  
 Early Childhood Education 303  
 Early Childhood Education 304  
 Psychology 318

Entrance to the second semester depends on successful completion of the first semester. Similarly, entrance to the third semester depends on successful completion of the second semester.

The first semester serves as an introduction and overview of the field and an orientation to pre-school programs.

The second semester focuses on program planning with an emphasis on activities and learning experiences in various curriculum areas.

In the third semester students are encouraged to put all the elements together, to organize and evaluate learning experiences, and to integrate the child with special needs.

Practical experience in the field in each semester supports the particular learning objectives for that period and the amount of time spent in the field increases with each semester.

#### \*Early Childhood Education 115 (3)

##### FOUNDATIONS OF EARLY CHILDHOOD EDUCATION

Study of the basic principles underlying curriculum development with emphasis on the historical, philosophical, and cultural roots of contemporary early childhood education. **3:1:0**

#### \*Early Childhood Education 215 (3)

##### MODERN THEORIES AND CONTEMPORARY PROGRAMS

A continuation of the theoretical aspect of developing programs for young children with a discussion of current issues and significant innovations in early childhood education.

Prerequisite: Early Childhood Education 115.

**3:1:0**

#### \*Early Childhood Education 315 (3)

##### DEVELOPING AND SUPERVISING EARLY CHILDHOOD CENTRES

Emphasis in this course is on the role of the supervisor in the organization and continuing development of Early Childhood Education programs, community relationships and professional development.

Prerequisites: Early Childhood Education 115, 215, 217.

**3:1:0**

#### \*Early Childhood Education 118 (3)

##### INTRODUCTION TO PROGRAM PLANNING

A practical introduction to the planning and development of programs for early childhood, with emphasis on the basic principles on which decisions are made regarding instruction and practice. **3:0:0**



**\*Early Childhood Education 218 (3)**

**PROGRAM PLANNING AND IMPLEMENTATION**

Practical aspects of planning, implementing, and evaluating curricula in early childhood education programs with emphasis on teaching strategies, activities and learning encounters are discussed and practiced in this course.

Prerequisite: Early Childhood Education 118.

**3:0:0**

**\*Early Childhood Education 318 (3)**

**EVALUATING AND INDIVIDUALIZING PROGRAMS**

Emphasis in this course is on the provision of integrated learning experiences which are geared to the developmental level of the individual child, including those children with uniquely different needs: "Putting it all together".

Prerequisites: Early Childhood Education 118, 218.

**3:0:0**

**\*Early Childhood Education 119 (3)**

— Graded S/U (See page 13)

**PRACTICUM I**

An overview of the various types of early childhood centres in the community, their goals and objectives, and varieties of instruction and administration.

**0:0:8**

**\*Early Childhood Education 219 (4)**

— Graded S/U (See page 13)

**PRACTICUM II**

Practical experience for developing the skills necessary for curriculum planning in selected early childhood education centres.

Prerequisite: Early Childhood Education 119.

**0:0:12**

**\*Early Childhood Education 319 (5)**

— Graded S/U (See page 13)

**PRACTICUM III**

Advanced supervised field work experience with particular emphasis on planning and implementing programs in Special Education and in Day-care.

Prerequisites: Early Childhood Education 119, 219.

**0:0:16**

**\*Early Childhood Education 116 (3)**

**KNOWING THE INDIVIDUAL CHILD**

An introduction to the general principles of growth and development in the early childhood years with particular emphasis on methods of observing, recording, and documenting behaviour.

**2:1:1**

**\*Early Childhood Education 101 (1), 201 (1), 301 (1)**

**LANGUAGE ARTS FOR YOUNG CHILDREN**

The purpose of this section of the Early Childhood Program is to help students gain knowledge and insight into the development of language of

the young child and to provide students with opportunities to practise skills in the motivation and guidance of young children through suitable experiences in the communication field.

Prerequisites: 101 (none), 201 (101), 301 (201). 1½ hours per week each term, 1 credit each term.

**1:0:½**

**\*Early Childhood Education 102 (1), 202 (1), 302 (1)**

**ART EXPERIENCES FOR YOUNG CHILDREN**

This course is designed to give an understanding of the value of art experiences for young children. Workshop sessions will provide practical experiences for young children. Workshop sessions will provide practical experiences in the various facets of the art program.

Prerequisites: 102 (none), 202 (102), 302 (202).

**½:0:1**

1½ hours per week per term, 1 credit per term.

**\*Early Childhood Education 103 (1), 203 (1), 303(1)**

**MUSIC EXPERIENCES FOR YOUNG CHILDREN**

This section of the E.C.E. Program is designed to provide students with the theory and practical experiences needed to plan a program in music and movement to meet the needs, interests and abilities of young children. Workshop sessions will provide experiences with the various facets of a music program and related materials.

Prerequisites: 103 (none), 203 (103), 303 (203).

**½:0:1**

1½ hours per week per term, 1 credit each term.

**\*Early Childhood Education 104 (1), 204 (1), 304(1)**

**EXPLORING THE ENVIRONMENT WITH YOUNG CHILDREN**

This section of the E.C.E. Program is designed to provide students with the knowledge and skills necessary to guide the young child's understanding of his environment and his relationship with it. Workshop sessions will focus on appropriate science, social studies, and mathematical experiences.

Prerequisites: 104 (none), 204 (104), 304 (204).

**½:0:1**

1½ hours per week each term, 1 credit each term.

**\*Early Childhood Education 217 (3)**

**HUMAN RELATIONS IN EARLY CHILDHOOD PROGRAMS**

A study of the techniques and skills required by the early childhood educator to communicate effectively with children, parents, colleagues, and community resource workers.

**3:1:0**

**\*Early Childhood Education 325 (3)**

**HEALTH, NUTRITION AND SAFETY IN  
EARLY CHILDHOOD EDUCATION PROGRAMS**

Emphasis in this course is on the health of the young child in relation to diet and disease. It will cover basic First Aid for Early Childhood Education centres as provision for safety within the program.

Prerequisite: completion of second semester.

**2:1:1**



## **Early Childhood Education: Special Education Post Basic Certificate Program**

The program is designed to present the knowledge, techniques and skills required by early childhood supervisors to plan quality programs for and work effectively with 'special' children and their families. Special attention will be given to team and interdisciplinary approaches to child care and guidance. Emphasis will be placed on the role of the early childhood supervisor in:

1. Preschool centres functioning expressly for 'special' children;
2. Integrated preschool centres; and/or
3. Centres considering the integration of 'special' children.

The Early Childhood Education: Special Education Post Basic Certificate would meet the criteria for the P.C.C.F.L.B. Special Needs Preschool Supervisor Credential. This program is offered on a part-time basis in the evenings in order that it will be easily available to employed Early Childhood educators.

### **Program**

Early Childhood Education 415  
Early Childhood Education 417  
Early Childhood Education 418  
Early Childhood Education 419  
Psychology 318

### **\*Early Childhood Education 415 (3)**

#### **INTRODUCTION TO EARLY CHILDHOOD SPECIAL EDUCATION**

This course is designed to orient students to special education through counselling in career selection and self-assessment. Perspectives in teaching 'special' children will include early intervention, overview of 'special' children, assessment, prescriptive teaching.

Prerequisite: Early Childhood Education 315 or equivalent.

**3:0:0**

### **\*Early Childhood Education 417 (3)**

#### **HUMAN RELATIONS**

This course is designed to present the techniques and skills required for the early childhood educator to work effectively with 'special' children and their families. Emphasis will be placed on team and interdisciplinary approaches to child care and guidance. There will be an overview of the community resources available to lend support to the 'special' child and his/her family and the early childhood educator.

Prerequisite: Early Childhood Education 217 or equivalent.

**3:0:0**

### **\*Early Childhood Education 418 (3)**

#### **SPECIAL EDUCATION PROGRAM PLANNING**

This course covers early childhood program planning, use of materials and equipment, the role of the supervisor, techniques of classroom management, learning phenomena in children and methods of meeting the needs of individual special children.

It is designed to acquaint the student with early childhood education curriculum planning and implementation including behavioural objectives, lesson plans, resource units, and long term planning for 'special' children, with emphasis on the child in an integrated setting.

Prerequisite: Early Childhood Education 318 or equivalent.

**3:0:0**

### **\*Early Childhood Education 419 (3)**

#### **EARLY CHILDHOOD: SPECIAL EDUCATION PRACTICUM**

The purpose of this course is to provide practical experience in an early childhood centre integrating 'special' children or a special education program. Opportunities for planning and carrying out specific learning activities and working with young handicapped children, individually and in groups, will be provided.

Prerequisite: Early Childhood Education 319 or equivalent.

**0:0:14**

## **Food Services Technician Program**

To meet the need for trained supervisory personnel in the field of institutional food service, this program was established through the efforts of the British Columbia Dietitians' and Nutritionists' Association.

The program provides the theory and practical experience to enable you to work in a technical and/or supervisory capacity in the food services departments of health care, educational, industrial and similar commercial institutions. On completion of the program, you are eligible for membership in the Canadian Food Service Supervisor's Association.

The program runs continuously throughout the year; a new class beginning every 8 months. As well as spending four terms in courses on campus, you will be required to work in an appropriate food service during the third term and for three weeks at the end of the fifth term. For all practical experience, you will be required to purchase white lab coats and suitable duty shoes.

### **Admission Requirements:**

1. Sufficient maturity to assume supervisory responsibilities upon graduation.
2. A sincere interest in people and the ability to work co-operatively as a member of a management or clinical team.
3. Willingness to work shifts any five days of the week.
4. Preferably a willingness to accept employment in any area of the province.
5. You must provide evidence that you are physically and emotionally healthy and, therefore, must have a medical examination during the three month period prior to entry into the program. A MEDICAL FORM FOR THIS REPORT WILL BE SENT TO YOU BY THE COLLEGE, ALONG WITH YOUR LETTER OF ACCEPTANCE. YOUR PHYSICIAN MUST SUBMIT THIS REPORT DIRECTLY TO THE COLLEGE HEALTH SERVICE AT LANGARA BEFORE PERMISSION TO REGISTER IS GRANTED.
6. References, including one from a previous employer.
7. Preference will be given to applicants with previous work experience in the food service industry, either the institutional or hospitality field.



**FIRST TERM**

Communication 118  
 Food Preparation 118  
 Food Services 118  
 Nutrition 115  
 Science 160

**THIRD TERM**

Food Services Practicum 239  
 (Co-operative Education)  
 — Graded S/U (See page 13)

**SECOND TERM**

Biology 160  
 Communication 115  
 Food Preparation 228  
 Food Services 218  
 Food Services Practicum 229  
 — Graded S/U (See page 13)  
 Nutrition 215  
 Psychology 115

**FOURTH TERM**

Food Preparation 338  
 Food Services 328  
 Food Services Practicum 329  
 — Graded S/U (See page 13)  
 Mathematics 119  
 Institutional Business Procedures  
 116  
 Sociology 120 or 121

**FIFTH TERM**

Food Preparation 438  
 Food Services 428  
 Food Services Practicum 439  
 — Graded S/U (See page 13)  
 Nutrition 321  
 Personnel Management 115

These courses, except Nutrition 115 and 215, are restricted to students enrolled in the program.

**\*Food Preparation 101 (2)****BAKED PRODUCTS**

This intensive course covers the preparation of all baked products and the use of fats in food preparation. **5:5:10**

**\*Food Preparation 102 (2)****CARBOHYDRATE FOODS**

This course investigates fruits, vegetables, salads, sugars and starches. **5:5:10**

**\*Food Preparation 103 (2)****PROTEIN FOODS**

The third course in food preparation concentrates on the preparation of all forms of protein: meat, fish, poultry, eggs, milk products, and gelatin. **5:5:10**

**N.B.** The completion of Food Preparation 101, 102 and 103 is equivalent to Food Preparation 118.

**\*Food Preparation 118 (6)****QUALITY STANDARDS**

A course emphasizing the principles, techniques, and standards involved in the quality preparation of food. **2:2:4**

**\*Food Preparation 228 (3) and 338 (3)****QUANTITY FOOD PRODUCTION**

Application of the principles of quality food preparation to the preparation of food in large quantity. You gain practical experience in cooking and organization by preparation of food for the Langara Child Development Centre.

Prerequisite: Food Preparation 118. **2:2:0**

**\*Food Preparation 438 (3)****MENU PLANNING**

Theory and experience in menu and recipe development to meet the needs of the customer in all types of institutional food services.

Prerequisite: Food Preparation 118 and Nutrition 115. **1:1:2**

**\*Food Services Practicum 229 (3)****WORKER EXPERIENCE**

— Graded S/U (See page 13)

This practicum gives each student 60 hours or more of supervised work experience so you have an opportunity to apply principles of food preparation and service, sanitation and safety to the job. This experience is made available through lunch service and catering on campus. Work is assigned individually. **1:0:4**

**\*Food Services Practicum 239 (3)****CO-OPERATIVE EDUCATION EXPERIENCE**

— Graded S/U (See page 13)

During the third term each student is employed as a dietary aide/food service worker in a co-operating institution. A minimum of 300 hours is required to develop work skills and learn food services routines. If judged necessary the number of hours may be extended.

Prerequisite: Food Services Practicum 229. **0:0:20**

**\*Food Services Practicum 329 (3)****SUPERVISORY EXPERIENCE**

— Graded S/U (See page 13)

This practicum is designed to give each student an opportunity to apply the principles of supervision in a controlled work situation and gain experience in inventory control as well as solving personnel problems. **1:0:7**

**\*Food Services Practicum 439 (3)****MANAGEMENT EXPERIENCE**

— Graded S/U (See page 13)

During the final term each student will have an opportunity to assume managerial planning duties such as menu planning, recipe development, purchasing and stock control. The lunch service for the Langara Child Development Centre and catering projects provide this experience. Immediately following final exams there will be a three week field experi-



ence to give the student the opportunity to utilize clinical and supervisory skills in an approved food service. **1:0:9**

**\*Food Services 118 (3)**

**INTRODUCTION TO INSTITUTIONAL FOOD SERVICE**

A study of the organization and standards for institutional food service management. Areas of study include organization, sanitation and safety, staff training techniques, and work simplification. **4:2:0**

**\*Food Services 218 (3)**

**DELIVERY SYSTEMS**

A survey of the methods, production, distribution and service of foods currently used to provide food in a variety of institutional systems.

Prerequisite: Food Services 118.

**2:2:0**

**\*Food Services 328 (3)**

**SUPERVISION**

This course deals with the supervisory problems encountered in directing workers in institutional food service. These problems include training, scheduling, evaluating and organizing work.

Prerequisite: Food Services 218.

**2:2:0**

**\*Food Services 428 (3)**

**FOOD SERVICE MANAGEMENT**

The final workshop is specifically related to study of cost controls, food service layout, purchasing, receiving and storage of foods.

Prerequisite: Food Services 328.

**2:2:0**

**\*Nutrition 115 (3)**

**NORMAL NUTRITION**

An introduction to the science of normal nutrition; a study of the functions and sources of basic nutrients, enabling the student to relate nutritional needs to meal planning for optimum health during all stages of human development. **3:1:0**

**\*Nutrition 215 (3)**

**THERAPEUTIC NUTRITION**

Development of the principles of nutrition for the treatment of disease; investigation of common therapeutic diets and their use for the welfare of the patient.

Prerequisite: Nutrition 115 or the equivalent.

**3:1:0**

**\*Nutrition 321 (3)**

**APPLIED THERAPEUTIC NUTRITION**

A continuation of the study of therapeutic diets. As well as studying advanced diets, you will receive instruction and experience in diet writing, diet preparation, and patient interviewing.

Prerequisite: Nutrition 215.

**2:1:2**

## **Library Technician Program**

This two-year four-term Library Technician diploma program has been developed in accordance with the recommendations made by the Canadian Library Association Committee, Library Technician (Role & Education) Sub-committee. The program prepares you for clerical and para-professional duties in libraries. About one-half the program's courses are academic (transferable to university), and you will spend one-half your time learning library and related business techniques.

Library course work involves lectures, field trips, field work and workshops. The program's two practicums occur in April and May, the first year practicum being two weeks and the second year practicum four weeks. The field work experience exposes you to the realities of the job and to potential employers.

Langara's Library Technician diploma is recognized across Canada and graduates of the program are currently employed in a wide range of libraries: in public libraries, in those associated with universities, colleges and schools and in public institutions, business, government and professional libraries. As a Library Technician you will usually work with professional librarians — except in extremely small libraries where you might work on your own. You will be required to catalogue, issue and receive a host of library holdings: books, film, pictures, maps, microforms, and records. You must know how to locate specialized materials and how to facilitate maintenance and repair of library items. You can also expect to become involved with public-affairs programs, library tours and children's programs.

As a Library Technician you should enjoy both people and books. A permanent interest in learning is characteristic of the most effective library workers. There is a need for accuracy and attention to detail in the program and throughout your working career. As a graduate you should have a typing speed of 45 w.p.m.

Advance credit is available for typing and academic courses. Should you have such credit, with permission from the instructor, you may complete the program in two or three semesters provided that space is available in the advanced courses and timetabling can be arranged.

### **Admission Requirements:**

In order to be admitted to the program:

- You must be mature and emotionally stable in dealing with a wide variety of people.
- You must have a complete B.C. grade 12 standing or its equivalent, or be eligible for a Dean's admission.
- You must have a good knowledge of the English language and the ability to speak and write clearly and correctly.
- You will be required to take some testing.
- You must have a successful interview conducted by the co-ordinator of the program.
- Your application will not be processed unless it is complete and is accompanied by the following documents:
  - Transcripts (if applicable)
  - Letters of Reference



Please see general requirements for enrolling for the first time in Career Programs, page 8.

#### **FIRST TERM**

English 127 or 128  
Academic elective  
Modern Language (at appropriate level: French, German or Spanish)  
Typing 114\*  
Library Philosophy & Functions 118  
Library Techniques 118

#### **THIRD TERM**

Academic elective  
History 117  
Psychology 115 or a lab science  
Typing 115\*  
Library Non-Book Materials 315  
Library Techniques 318

\*Students who think that they have typing skills sufficient to demonstrate a corrected typing speed of 45 w.p.m. may 'challenge' the typing 114/115 requirements and if successful be granted college credit towards their diploma requirements.

Please consult with a counsellor when you are choosing Arts and Science courses as academic electives to be sure that your choices carry transfer credit.

#### **\*Library Philosophy and Functions 118 (3)**

This survey course uses lecture, guest speaker, seminar and student report to study the history of books and libraries and current trends and issues in both the library world and the book industry. It examines the role of the library technicians in libraries. **3:1:0**

#### **\*Library Techniques 118 (3)**

You are introduced to cataloguing procedures, including choice of the main entry heading, descriptive cataloguing and filing. **3:0:1**

#### **\*Library Techniques 218 (3)**

Technical services. Topics: selection aids, acquisitions, bibliographic searching, processing, circulation, inter-library loan, the handling of periodicals, access to government publications and automated cataloguing procedures. **3:0:1**

#### **\*Library Field Work 219 (3)**

— Graded S/U (See page 13)

During the second term, you visit libraries and related industries in and

#### **SECOND TERM**

English 229 or 230  
Data Processing 115  
Modern Language  
Institutional Business Procedures 116  
Library Field Work 219  
— Graded S/U (See page 13)  
Library Techniques 218\*

#### **FOURTH TERM**

Political Science 119, 209 or 219  
Library Children's Services 412  
Library Information Handling 413  
Library Personnel Management 414  
Academic elective  
Psychology 215 or lab science  
Library Readers' Service 416  
Library Field Work 419  
— Graded S/U (See page 13)

near Vancouver. Following the final examination period in April, you work two weeks in a library. A one-day class colloquium follows the practicum. **0:0:7**

This course is evaluated on a satisfactory/unsatisfactory scale and, therefore, is not included in calculation of the grade point average. You need a satisfactory standing in the course for successful completion of the program.

#### **\*Library Techniques 318 (3)**

You learn to apply Library of Congress, Sears and Precis subject headings, and to apply Library of Congress and Dewey classification numbers to library materials. You are also introduced to specialized classification schemes for such subject areas as law and medicine. **3:0:1**

#### **\*Library Non-Book Materials 315 (3)**

An introduction to the handling, organization, and cataloguing of non-book materials, including film, audio and video tape, microforms, pictures, pamphlets, etc. You learn to run common audiovisual equipment and to create signs, posters, and library displays. **3:0:1**

#### **\*Library Children's Services 412 (1)**

Children's literature: history, evaluation and acquisition; school style cataloguing and reading levels; library services to children including puppeteering and story-telling. **1/3:0:0**

#### **\*Library Information Handling 413 (1)**

Information Storage and Retrieval and Special Library Services: Indexing, personal file structures, current awareness, search strategy and profile construction, compilation of subject bibliographies. **1 1/3:3:0:0**

#### **\*Library Personnel Management 414 (1)**

Personnel Management and Small Library Management: Staff Selection, Supervision, Motivation, and Evaluation; Library Services and their Evaluation; Organizations and Management Styles. **1 1/3:0:0**

#### **\*Library Readers' Services 416 (3)**

Reference service in the humanities and sciences including special subject areas such as law and medicine. The selection and use of reference books, handbooks, encyclopedias, gazeteers, etc. Relating the library to its public. **3:0:1**

#### **\*Library Field Work 419 (3)**

— Graded S/U (See page 13)

You spend four weeks following the fourth term examinations gaining further practical experience working in a library. A one-day class colloquium follows the practicum period. You are evaluated on your practical work by the course instructor and by your supervising librarian. **0:0:7**

#### **Social Service Worker Program**

This nine-month (September through May) Social Service Worker certificate program prepares you for employment at the beginning level in



a variety of Health and Social Services agencies. The program provides intensive technical planning and focuses on the theory and practice of delivering basic social services. You take seven courses (some academic, some technical) each term. Practical skills — interviewing, report writing, eligibility assessing — are also emphasized. The College certificate is awarded when you have successfully completed the two four-month terms and the one five-week practicum. A co-ordinated Social Service Worker diploma is awarded to those who have also completed one year of academic studies.

Employment opportunities for graduates of the Social Service Worker program vary from year to year because social services have been changing. The training prepares you to perform many social services which do not necessarily require professional social work training. Graduates have found employment with a number of agencies — Ministry of Human Resources, hospital and rehabilitation centres, Indian Bands, courts, social recreation centres, and the Greater Vancouver Area Homemakers Association. In addition to assisting professional social workers, graduates of the program assume independent responsibility for para-professional functions. Because of the nature of the work, however, employment opportunities for those under 21 years of age are severely limited.

This program is neither designed for, nor recommended for you if you already hold a university degree(s). If you hold a degree(s) you would be advised to pursue social service courses offered by Continuing Education at both Langara Campus and the University of British Columbia, courses which are specifically designed for such applicants.

#### **Admission Requirements:**

In order to be admitted to the program:

- You must be mature and emotionally stable in dealing with a wide variety of people, many of whom are under considerable strain.
- You must provide evidence that you are physically and emotionally healthy and, therefore, must have a medical examination during the three month period prior to entry into the program. A MEDICAL FORM FOR THIS REPORT WILL BE SENT TO YOU BY THE COLLEGE, ALONG WITH YOUR LETTER OF ACCEPTANCE. YOUR PHYSICIAN MUST SUBMIT THIS REPORT DIRECTLY TO THE COLLEGE HEALTH SERVICE AT LANGARA BEFORE PERMISSION TO REGISTER IS GRANTED.
- You must be in possession of a valid B.C. Driver's licence for manual gear shift cars.
- You must have a complete B.C. Grade 12 standing or its equivalent and evidence of good student potential. If you are a mature student who has less than academic standing you may be accepted, provided you can evidence the ability to handle College level academic work (in addition some written work will be requested at the time of the interview).
- You must have had recent experience in the social service field on either a paid or volunteer basis. You must also provide references certifying the experiences were successful.

- You should have a good knowledge of the English language and the ability to speak and write clearly and correctly.
- You must have a successful pre-admission interview conducted by the Program Admissions Committee.
- Your application will not be processed unless it is complete and is accompanied by the following documents:  
 Transcripts, if applicable  
 Proof of a valid B.C. Driver's Licence

Please see general requirements for enrolling for the first time in Career Programs, page 8.

#### **FIRST TERM**

English 127 or 128  
 History and Philosophy of Social Work 115  
 Social Problems 117  
 Political Science 117  
 Psychology 115  
 Social Service Workshop 118  
 Social Service Field Work 129L

#### **SECOND TERM**

Social Service Worker 117  
 English 229 or 230  
 Family in Society 115  
 Psychology 215  
 Social Welfare Practice 115  
 Social Service Workshop 218  
 Social Service Field Work 129\*

**\*NOTE:** Five week practicum at the end of the program.

The following courses are restricted to students enrolled in the Program unless otherwise noted in the term schedule.

#### **\*Family in Society 115 (3)**

A study of the family as a unit in society. The growth and development stages, expanding and contracting family with emphasis on the developmental roles and tasks of its members, including stress factors which affect the normal functioning. **3:1:0**

#### **\*History and Philosophy of Social Work 115 (3)**

A historical study of social problems, concepts, and trends in Britain, Canada, and the United States. Emphasis is on the changing methods employed to meet changing needs. **3:1:0**

#### **\*Social Welfare Practice 115 (3)**

A study of concepts and basic principles of working with people in a helping relationship, on an individual, group, and community basis within the structure of various agencies. **3:1:0**

#### **\*Social Problems 117 (3)**

A study of special family and community problems, including areas such as one-parent families, poverty, housing, budgeting, illness, delinquency and placement of children. **3:1:0**

#### **\*Social Service Worker 117 (3)**

A job oriented study of legislative policies and procedures pertaining to the assessment of eligibility for income maintenance programs and social support programs. The emphasis will be upon practical application. **2:0:1**



### \*Social Service Workshop 118 (3) and 218 (3)

A job oriented study of methods that you will use in various welfare tasks. Most sessions are related to field trips conducted throughout the program to give you a first-hand knowledge of the work of the various social work agencies. Workshop techniques include "buzz" groups, demonstration sessions, role-playing, case studies, and student reports. 2:2:5

### \*Social Service Field Work 129L (0) and 129 (6)

During each term, you are assigned to work in a selected agency on a weekly basis. These assignments involve approximately four hours per week, scheduled to meet the needs of each specific agency. At the end of the Certificate year, you are placed for five weeks supervised work in a social agency. Successful completion of field work is a Certificate requirement. 0:0:8

### \*Community Services 195 (3) and 295 (3)

These numbers are reserved for Community Services courses that may be offered from time to time by:

- a) College Community Services Faculty who may wish to present a course in their specialty which may be of limited interest; or
- b) Visiting Community Services Lecturers.

Announcements regarding Community Services 195/295 offerings will be made in the term schedule.

Prerequisite will be announced by special bulletin.

## **Special Education Assistant Program**

The Langara one year (two term) Special Education Assistant Certificate Program prepares students for a variety of para-professional duties in schools with an emphasis on working in special educational settings. The program blends academic, theoretical and practical subject matter. Opportunities for applying theoretical material occur during two five week practicums in elementary schools and in special education situations. This field work is invaluable in exposing students to the realities of the job, and to potential employers. Those who complete the program plus one year of academic studies at Langara are entitled to both the Certificate and a Co-ordinated College Diploma. The program begins in September and continues to December for the first term, then starts again in early January and concludes in April.

### **JOB OPPORTUNITIES**

With the advent of mainstreaming children with special needs in the public school system, the need for para-professionals with skills in specific special education areas is becoming apparent. A growing number of school districts in B.C. recognize the importance of support for classroom teachers in order to provide more individualized instruction, changes in the curriculum, maintenance of open area classrooms, team teaching, increased use of visual aids and resource centres, make para-professionals imperative to maximize classroom efficiency.

The Special Education Assistant performs a variety of para-professional duties: tutors students in special education classes (under classroom teacher supervision), works with physically or mentally-handicapped children, assists with other special needs, operates audio-visual equipment, helps with selection and use of resource materials, and assumes many clerical and housekeeping responsibilities. The work is both stimulating and challenging. The Special Education Assistant usually works a seven-hour day and a 10-month year, and is paid on an hourly, union-scale basis. Working conditions and fringe benefits are excellent.

### **ADMISSION REQUIREMENTS**

Since both the program and the job require serious investments both in time and in emotional energies, candidates are carefully screened. And, since facilities for instruction and for practicum placement are limited, minimum admission requirements do not guarantee acceptance into the program.

In order to be admitted to the program:

- You must be mature and emotionally stable in dealing with a wide variety of people.
- You must have a complete B.C. Grade XII standing or the equivalent. It is preferable that applicants have one or more sciences at the grade 12 level. While the foregoing is normally required, exceptions are made. Those who have not completed grade 12 but who have significant and suitable experience and/or training are sometimes admitted. (In addition, some written work will be requested at the time of the interview.)
- You must have a good knowledge of the English language and the ability to speak and read clearly and correctly. This is most important as young children are in the process of acquiring language.
- You should have an aptitude for working with people, have had experience working with children, are patient, are interested in education, in learning, consider schools to be interesting and exciting places, and enjoy working in a world of rapidly changing ideas.
- You must provide evidence that you are physically and emotionally healthy and, therefore, must have a medical examination during the three month period prior to entry into the program. A MEDICAL FORM FOR THIS REPORT WILL BE SENT TO YOU BY THE COLLEGE, ALONG WITH YOUR LETTER OF ACCEPTANCE. YOUR PHYSICIAN MUST SUBMIT THIS REPORT DIRECTLY TO THE COLLEGE HEALTH SERVICE AT LANGARA BEFORE PERMISSION TO REGISTER IS GRANTED.
- You must have a successful interview conducted by the co-ordinator of the Program.
- Your application will not be processed unless it is complete and is accompanied by the following documents:
  - Transcripts (if applicable)
  - Letters of Reference

Please see general requirements for enrolling for the first time in Career Programs, page 8.



## FIRST TERM

Special Education 115  
Special Education Workshop 118  
Special Education Field Work 119  
— Graded S/U (See page 13)  
English 127  
Psychology 324  
Elective(s):  
Deaf Signing or Braille  
(offered at King Edward  
Campus)  
or Geography 150 (or other)

## SECOND TERM

Public Education 116  
Public Education 216  
Special Education 215  
Special Education Workshop 218  
Special Education Field Work 219  
— Graded S/U (See page 13)  
Communication 115  
Elective(s):  
Deaf Signing or Braille  
(offered at King Edward  
Campus)  
or Geography 250 (or other)

The following courses, with the exception of Learning Disabilities, are restricted to students enrolled in the Program.

### \*Special Education 115 (3) and 215 (3)

A core course which includes a review of developmental child psychology, approaches to the education of the exceptional child and an introduction to general education principles and the process of individualized instruction. A workshop in the use of materials, equipment, kits, math aids and readers available in primary classrooms is included. Students build resource files of materials and equipment appropriate for use with children with special needs. Special Education 115 focuses on contact with and understanding of children in primary and elementary schools, while 215 emphasizes the study of adolescent psychology and the role of secondary schools in the education of exceptional children. A focus is also made on remediation and behaviour modification techniques for use by school personnel.

4:0:0

### \*Public Education 116 (2)

An introduction to the organization and administration of schools with emphasis upon the school and the community. The role of the Special Education Assistants in the classroom and their relationships with the other professional groups and constituencies involved is given as part of the preparation for the first practicum.

2:0:0

½ term

### \*Public Education 216 (2)

This course covers more of the theoretical and philosophical material relating the school to society from both historical as well as contemporary perspectives. Some time is devoted to an examination of controversial issues in education. The Public Schools legislation is examined in detail. Discipline and child management is examined from a variety of viewpoints.

2:0:0

½ term

### Special Education Assistant Workshop 118 (3) and 218 (3)

Basic training in skills and techniques to prepare you to work in school libraries, positioning and handling techniques, recreation and leisure

activities for the handicapped are covered in the course along with a weekly workshop in children's arts and crafts.

4:4:1

### Special Education Assistant Fieldwork 119 (3) and 219 (3)

Graded S/U (See page 13)

During November and March you spend Monday, Tuesday and Wednesday mornings and all day Thursday, working in schools with teachers and students.

## FINE ARTS DEPARTMENT

### Fine Arts Program

The Fine Arts Program provides two years of intensive study in Fine Arts. The uniqueness of the program is that it is transferable to universities and art schools in British Columbia, Canada and the U.S.A. The Fine Arts diploma offers a dual purpose to the prospective student: a) preparation leading toward advanced study at other Art institutions; and b) foundation training for employment opportunities.

The major program emphasis is on studio art with the opportunity to specialize in the second year. Students take two academic subjects with transferable university credit each year. (Students wishing to enter third year university are advised to take three academic courses in their third year).

**FULL-TIME STUDENTS:** Students enrolled in the full program are given priority in all course selections.

**PART-TIME STUDENTS:** Depends on available space in a course. Part-time students will be accepted after all full-time students are placed and on the condition the part-time student takes drawing and design each term. Each part-time application is reviewed by the department.

### Admission Requirements:

In order to be admitted to the program:

- you must have a complete B.C. grade 12 standing or its equivalent or be eligible for a Dean's Admission.
- you must present a portfolio of art work indicating your area of interest and involvement in Art.
- you must have a successful interview with the faculty of the Fine Arts Department, at which time your portfolio will be assessed.
- your application will not be fully processed until the following documents are received:

Transcript(s) of marks (if applicable).

You must pay a materials fee each term for basic supplies required. In addition, you must purchase a specific list of personal supplies/tools.

**NOTE:** The number of Fine Art electives in the second year is dependent upon enrolment.



**FIRST TERM**

Drawing 118  
 Design 118  
 Painting 118  
 Sculpture 118  
 Ceramics 118  
 English 127 or 128  
 Art History 114

You must achieve a minimum of a 'C' grade each semester in all studio courses to be eligible to register in any Fine Arts courses in the following semester. e.g. You must achieve a 'C' in Painting 218 to register in Painting 318.

**THIRD TERM**

Drawing 318  
 Design 318  
 Art History 113  
 English 325 or 323  
 2 electives chosen from the following Fine Art electives:  
 Painting 318  
 Printmaking 318  
 Sculpture 318  
 Ceramics 318

**SECOND TERM**

Drawing 218  
 Design 218  
 Painting 218  
 Sculpture 218  
 Ceramics 218  
 English 229 or 230  
 Art History 214

**FOURTH TERM**

Drawing 418  
 Design 418  
 Art History 213  
 English 327 or 424  
 2 electives chosen from the following Fine Art electives:  
 Painting 418  
 Printmaking 418  
 Sculpture 418  
 Ceramics 418

**\*Fine Arts and Applied Arts 195 (3) and 295 (3)**

This number is reserved for Fine Arts and Applied Arts courses that may be offered from time to time by:

- College Fine Arts and Applied Arts Faculty who may wish to present a course in their specialty which may be of limited interest; or
- Visiting Fine Arts and Applied Arts Lecturers.

Announcements regarding Fine Arts and Applied Arts 195 and 295 offerings will be made in the Term Schedule.

Prerequisites will be announced by special bulletin.

**2:0:4**

**NOTE: THE FOLLOWING STUDIO COURSES ARE RESTRICTED TO STUDENTS IN THE FINE ARTS PROGRAM.**

**\*Ceramics 118 (3) and 218 (3)**

This course deals with clays and simple glazes that could be found locally. It emphasizes techniques of handbuilding and kiln construction. The second term deals with clay and glaze theory, kilns, throwing on a wheel and decorating techniques.

Prerequisite: Ceramics 118 for Ceramics 218.

**1:3:0****\*Ceramics 318 (3) and 418 (3)**

This course emphasizes creative expression with clay to enhance your artistic growth and development. Further development of wheel work and handbuilding skills.

Prerequisite: Ceramics 218 for Ceramics 318. Ceramics 318 for Ceramics 418.

**1:3:0****\*Design 118 (3) and 218 (3)**

These courses acquaint you with the basic principles of design, stressing an awareness of colour, line, shape, form, texture, pattern, and space. Instruction and workshops involving various materials and techniques provide you with opportunities to recognize and use each of the design elements.

Prerequisite: Design 118 for Design 218.

**1:3:0****\*Design 318 (3) and 418 (3)**

These advanced design courses emphasize the resynthesis of the design elements into a totality. You will study composition, abstraction, stylization and decoration in depth, and you will develop images and themes from personal observation, imagination, and exploration with pencil, ink and collage.

Prerequisite: Design 218 for Design 318. Design 318 for Design 418.

**1:3:0****\*Drawing 118 (3) and 218 (3)**

The emphasis will be on drawing as a visual thinking process, as preparatory work for painting, sculpture, or printmaking, and as a complete and meaningful statement in itself. During the year, you will work with a variety of drawing media and from a wide range of subject possibilities.

Prerequisite: Drawing 118 for Drawing 218.

**1:3:0****\*Drawing 318 (3) and 418 (3)**

Extension of the experience in Drawing 218. Emphasis is placed upon problems and media related to a personal form of expression.

Prerequisite: Drawing 218 for Drawing 318. Drawing 318 for Drawing 418.

**1:3:0****\*Painting 118 (3) and 218 (3)**

Introduction to Painting through the exploration of various techniques and a study of aesthetic and conceptual problems.

Prerequisite: Painting 118 for Painting 218.

**1:3:0****\*Painting 318 (3) and 418 (3)**

Extension of experience in painting from life, objects, and nature. Colour studies are based on abstract themes and ideas. You are encouraged to find your own individual form of expression.

Prerequisite: Painting 218 for Painting 318. Painting 318 for Painting 418.

**1:3:0****\*Printmaking 318 (3) and 418 (3)**

The aim of the program is to involve you in the discovery of ideas as well as simple printmaking techniques.

Prerequisites: Drawing 218 and Design 218.

**1:3:0**



**\*Sculpture 118 (3) and 218 (3)**

This course provides you with a sculptural experience as well as instructing you in sculptural skills. In the second term you explore materials while acquiring new skills as the need arises.

Prerequisite: Sculpture 118 for Sculpture 218.

1:3:0

**\*Sculpture 318 (3) and 418 (3)**

Courses in advanced sculpture to allow you to acquire further skills in the search for personal form and space.

Prerequisite: Sculpture 218 for Sculpture 318. Sculpture 318 for Sculpture 418.

1:3:0

**NOTE: THE FOLLOWING STUDIO COURSES ARE OPEN TO ALL COLLEGE STUDENTS; THE FINE ARTS DEPARTMENT SOMETIMES OFFERS ONLY A SELECTION IN ANY GIVEN TERM.**

**\*Ceramics 117 (2)**

A general survey of ceramics with practical use of methods to provide an experience in art.

1:2:0

**\*Design 117 (2)**

Instruction and workshop. Emphasis on aesthetic concepts and technical controls for effective use of basic elements and principles of design and colour in craft applications, painting, architecture, interior design, and for the enrichment of personal environment.

1:2:0

**\*General Drawing 117 (2)**

Basic course in drawing relating specific media to appropriate paper and introducing basic drawing problems such as perspective, still-life, etc.

1:2:0

**\*Life Drawing 217 (2)**

A course in elementary figure drawing, both nude and draped, which will include basic proportions, structure, simple anatomy, and the expression of form.

1:2:0

**\*Painting 117 (2)**

This course introduces form, shapes, illusion, mass, composition, colour, and design through the use of figures, still-lives, and abstractions. You will use various techniques: brushwork, pen and ink, wash drawing, etc.

1:2:0

**\*Photography as an Art 117 (2)**

An examination of photography as a medium of artistic expression including a brief history, a look at some of the current trends, and a discussion of how photography has influenced and shaped contemporary art.

1:1:1

**\*Sculpture 117 (2)**

A basic sculpture course in 3-dimensional design with emphasis on practice rather than theory.

1:2:0

## NURSING DEPARTMENT

### Nursing Program

The Nursing Program at Vancouver Community College, Langara Campus, provides a two-year diploma program leading to a career in nursing in the province of British Columbia. Upon completion of this program, you will be eligible to apply to the Registered Nurses Association of B.C. to write the registration examination. Eligibility to practice as a registered nurse in British Columbia is governed by the Registered Nurses' Act, the regulations of the Registered Nurses' Act, and the regulations of the Registered Nurses' Association of British Columbia. You may obtain information as to eligibility to practice as a registered nurse from the Registrar, Registered Nurses' Association of British Columbia.

The Nursing Program studies, in addition to nursing, selected general education subjects to provide you with more comprehensive knowledge for decision-making. It focuses on skills for maintaining health, protecting from illness and disability, and assisting in the restoration of health as fully as possible. Upon completion of the program, you can function under the periodic direction of an experienced registered nurse or physician in a variety of hospital settings to provide nursing care to individuals or groups of individuals of varying ages (not including those who require nursing care in intensive or critical care and/or specialized areas). You can also coordinate and direct the activities of auxiliary nursing personnel.

#### Admission Requirements:

For each applicant, the following criteria will be evaluated before acceptance into the nursing program is finalized.

- You must possess a complete B.C. Grade XII standing or its equivalent, including a Grade XI standing in biology, chemistry, and mathematics. You must have an average of C+ or better in Grade XII or its equivalent and C+ grade in Grade XI biology, chemistry, and mathematics.
- You must complete testing to verify your competency in mathematics and written and oral English. Scores on the English Placement Test, Nelson-Denny Reading Test, and a mathematics screening test are necessary before your application can be processed. You may need to take remedial English and/or mathematics courses prior to admission.
- You must have two satisfactory character references. These should be from:
  - a) a previous nursing or career related training school (e.g. orderly, LPN), if you have attended such a school.
  - b) previous employers, if you have recently been employed.
  - c) secondary or post-secondary school counsellors or instructors if you have been recently enrolled.
- You must appear for a pre-admission counselling interview approximately 3½ months prior to your anticipated enrolment date.



- You must provide evidence that you are physically and emotionally healthy and, therefore, must have a medical examination during the three month period prior to entry into the program. A MEDICAL FORM FOR THIS REPORT, WHICH WILL INCLUDE AN IMMUNIZATION FORM, WILL BE SENT TO YOU BY THE COLLEGE, ALONG WITH YOUR LETTER OF ACCEPTANCE. YOUR PHYSICIAN MUST SUBMIT THIS REPORT DIRECTLY TO THE COLLEGE HEALTH SERVICES AT LANGARA AND IMMUNIZATIONS MUST BE COMPLETED BEFORE PERMISSION TO REGISTER IS GRANTED.
- You must possess a current Safety Oriented First Aid Standard Care Certificate and a valid CPR Basic Rescuer Certificate. Entrance into clinical courses is contingent upon this.

Please submit applications at least eight months prior to your anticipated enrolment date.

The Nursing Program consists of the following six semesters.

#### FIRST TERM

Nursing 135  
Nursing 138  
— Graded S/U (See page 13)  
Biology 121  
P.E. 137  
Psychology 115  
Pharmacology 115

#### THIRD TERM

Nursing 325  
Nursing 328  
Nursing 345  
Nursing 348  
Biology 421  
Pharmacology 215  
\*English elective

#### FIFTH TERM

Nursing 535  
Nursing 538  
— Graded S/U (See page 13)

#### SECOND TERM

Nursing 235  
Nursing 238  
— Graded S/U (See page 13)  
Biology 221  
English 127 or 128  
Psychology 215

#### FOURTH TERM

Nursing 435  
Nursing 438  
— Graded S/U (See page 13)  
Biology 321

#### SIXTH TERM

Nursing 648  
— Graded S/U (See page 13)

**\*NOTE:** English elective to be completed by the the end of Term III.

#### \*Nursing 135 (6)

Nursing 135 focuses on the concepts and principles related to the individual who is able to meet his basic needs, with consideration of his phase of life cycle heredity, environment, culture, and socio-economic status. It emphasizes the nursing activity of maintenance, providing learning experiences in the classroom, laboratory, and selected community agencies.

6:0:0

#### \*Nursing 138 (4)

— Graded S/U (See page 13)

Nursing 138 focuses on the clinical application of the concepts and principles presented in Nursing 135, providing learning experiences in the

laboratory and selected long-term care settings.

Prerequisites: Safety Oriented First Aid Standard Care Certificate and valid CPR Basic Rescuer Certificate.

0:0:11

#### \*Nursing 235 (6)

Nursing 235 focuses on the concepts and principles related to the nursing care of the individual who is unable to meet his needs. This course provides an introduction to the individual who is experiencing a health problem and deals more comprehensively with the individual who has a health problem with the need for protection. It emphasizes the nursing activity of maintenance and introduces nursing activities of protection and restoration, providing learning experiences in classroom, laboratory, and community agencies.

Prerequisites: Nursing 135 and 138, Biology 121, Psychology 115, and Pharmacology 115.

6:0:0

#### \*Nursing 238 (5)

— Graded S/U (See page 13)

Nursing 238 focuses on the clinical application of the concepts and principles presented in Nursing 235, providing learning experiences in the laboratory and adult medical surgical settings.

Prerequisites: Nursing 135 and 138, Biology 121, Psychology 115, Pharmacology 115 and current CPR Basic Rescuer Certificate.

0:0:16

#### \*Nursing 325 (3)

Nursing 325 focuses on the concepts and principles related to the Nursing care of the individual who is unable to meet his needs for Sexuality. This is a half-term course.

Prerequisites: Nursing 235 and 238, Biology 221, Psychology 215 and current CPR Basic Rescuer Certificate.

6:0:0

½ term

#### \*Nursing 328 (3)

Nursing 328 focuses on the clinical application of the concepts and principles presented in Nursing 325, providing learning experiences in the laboratory, and maternity settings. This is a half-term course.

Prerequisites: Nursing 235 and 238, Biology 221, Psychology 215 and current CPR Basic Rescuer Certificate.

0:0:18

½ term

#### \*Nursing 345 (3)

Nursing 345 focuses on the concepts and principles related to the nursing care of the individual who is unable to meet his need for security. It emphasizes the nursing activities of maintenance, protection, and restoration, providing learning experiences in the classroom, laboratory and/or community agencies.

Prerequisites: Nursing 235 and 238, Biology 221, Psychology 215 and current CPR Basic Rescuer Certificate.

7:0:0

½ term



**\*Nursing 348 (3)**

Nursing 348 focuses on the clinical application of the concepts and principles presented in Nursing 335, providing learning experiences in the laboratory and psychiatric settings.

Prerequisites: Nursing 235 and 238, Biology 221, Psychology 215 and current CPR Basic Rescuer Certificate.

**0:0:18**

**½ term**

**\*Nursing 435 (6)**

Nursing 435 focuses on the concepts and principles related to the nursing care of the individual who is unable to meet his needs for nutrition and elimination and protection. It emphasizes the nursing activities of maintenance, protection, and restoration, providing learning experiences in the classroom, laboratory, and community agencies.

Prerequisites: Nursing 325/345 and 328/348, Biology 421, and Pharmacology 215.

**6:0:0**

**\*Nursing 438 (7)**

— Graded S/U (See page 13)

Nursing 438 focuses on the application of the concepts and principles presented in Nursing 435, providing learning experiences in the laboratory and adult medical surgical settings.

Prerequisites: Nursing 325/345 and 328/348, Biology 421, Pharmacology 215 and current CPR Basic Rescuer Certificate.

**0:0:20**

**\*Nursing 535 (6)**

Nursing 535 focuses on the concepts and principles related to the nursing care of the individual who is unable to meet his needs for activity and oxygen. It emphasizes the nursing activities of maintenance, protection, and restoration, providing learning experiences in the classroom, laboratory, and community agencies.

Prerequisites: Nursing 435 and 438, and Biology 321.

**6:0:0**

**\*Nursing 538 (8)**

Graded S/U (See page 13)

Nursing 538 focuses on the clinical application of the concepts and principles presented in Nursing 535, providing learning experiences in the laboratory and in paediatric and adult medical and surgical clinical settings.

Prerequisites: Nursing 435 and 438, Biology 321 and current CPR Basic Rescuer Certificate.

**0:0:24**

**\*Nursing 648 (15)**

— Graded S/U (See page 13)

Nursing 648 focuses on the clinical application of all concepts and principles presented in all previous nursing courses. It gives special attention to developing skills in organizing group care, providing learning experiences in a variety of clinical settings.

Prerequisite: Nursing 535 and 538 and current CPR Basic Rescuer Certificate.

**0:2:32**

**\*Nursing 195 (3) and 295 (3)**

These numbers are reserved for Nursing courses that may be offered from time to time by:

- a) College Nursing Faculty who may wish to present a course in their specialty which may be of limited interest; or
- b) Visiting Nursing Lecturers.

Announcements regarding 195/295 offerings will be made by Calendar supplement.

Prerequisites will be announced by special bulletin.

**\*Pharmacology 115 (1)**

**INTRODUCTION TO PHARMACOLOGY**

Upon completion of Pharmacology 115, you will be able to apply the principles of basic mathematics to the calculation of oral and injectable medication dosages. The course focuses on your ability to consistently calculate medication dosages with a high level of accuracy.

The course prepares you for the administration of oral and injectable medication.

**1:0:0**

**\*Pharmacology 215 (3)**

This course for nursing students will provide a working knowledge of the basic drug classifications, the physiology of drug actions, major drug and food interactions, major side and toxic effects, and nursing implications of drug administrations.

Prerequisites: Nursing 235 and 238, and Biology 221.

**3:1:0**

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## PHYSICAL EDUCATION AND RECREATION DEPARTMENT

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The Physical Education and Recreation Department offers a variety of courses designed to meet the different needs of the student population. In addition to the College courses in Physical Education and Recreation listed in this calendar, there are extensive extracurricular recreational opportunities for students through Intramurals, Athletics and free facility times. Individual day lockers, shower facilities, and towel service are available.

### ***Recreation Facilities Management Program***

This program has been designed to appeal to students who have a predominant interest in the operation and management of recreational facilities. Aptitude for and appreciation of sports and leisure activities is both desirable and necessary, but a keen interest in effectively dealing with people, programs, budgets and physical plant operations is essential. The program includes courses in accounting, food and beverage operations, physical plant maintenance, and recreation programming



and philosophy. Practical work, both in classes and in the field, is an integral part of the program.

There is a need for trained people able to work in the public, private, and commercial sectors focusing on the operation and management of a wide range of recreational facilities.

### Admission Requirements

In order to be admitted to the program:

- You must evidence good health and emotional maturity.
- You must have a complete B.C. Grade XII standing or its equivalent and evidence good student potential. Some mature students may qualify for Dean's Admission under the college admission policy if you meet the other admission requirements.
- You must submit proof of a medical examination indicating good health status during the three month period prior to entry into the program. YOUR PHYSICIAN MUST SUBMIT THE REPORT DIRECTLY TO THE COLLEGE HEALTH SERVICES AT THE COLLEGE BEFORE FINAL ACCEPTANCE AND PERMISSION TO REGISTER ARE GRANTED.
- You must submit a written application including your statement of philosophy of recreation, four to six letters of reference, and other pertinent information requested specifically relating to items 6 to 8 below. You must use the specific application form and guidelines provided by Student Services.
- You must have an interview conducted by a team of program faculty.
- You must evidence clear understanding of the program, its focus, its intent, and evidence career goals compatible with those of the program.
- You must evidence interest and abilities in working in a variety of recreation facilities such as clubs, golf facilities, health spas, aquatic centres, indoor winter sports centres, racquet facilities, ski resorts and leisure centres, as well as being receptive to learning situations that may not be within your current experience base.
- You must have Algebra 12; Physics 11 is strongly recommended.

Your application will not be processed until the following documents are received:

Transcript (if applicable)  
Letters of reference

Please see general requirements for enrolling for the first time in Career Programs, page 8.

### FIRST TERM

Recreation 170  
Recreation 160  
Communication 118  
Computer Information Systems  
212  
Mathematics 119  
Physics 115 or 116

### SECOND TERM\*

Recreation 270  
Recreation 271  
Recreation 272  
Recreation 273

### THIRD TERM

Recreation 168  
Recreation 362  
Accounting 116  
Business Procedures 115  
Personnel Management 115  
Approved Elective

### FOURTH TERM

Recreation 470  
Recreation 471  
Recreation 469

**\*NOTE:** Owing to the specific nature, location and scheduling of courses in the SECOND TERM, the duration of instruction, subject to change, is 20 weeks, January to May.

## Recreation Leadership Program

This program trains you in recreation work at the para-professional level. It develops the techniques of recreation leadership with broad application to the field, while providing opportunities for you to pursue a specific area of interest in such leadership. The program includes courses in recreational activities, leadership and programming theory, human relationships, and administrative procedures at the technician's level. Practical work, both in classes and in the field, is an integral part of the program.

There is a need for technically trained persons in the broad range of programs conducted by municipal recreation and parks departments, community centres, Boys and Girls' Clubs, Y.M.C.A.'s, Y.W.C.A.'s, Rehabilitation Centres, and other organizations providing recreation and other leisure related opportunities for people of all ages and with widely varied interests.

### Admission Requirements

In order to be admitted to the program:

- You must have a complete B.C. Grade XII standing or its equivalent and evidence good student potential. Some mature students may qualify for Dean's Admission under the college admission policy if you meet the other admission requirements.
- You must provide evidence that you are physically and emotionally healthy and, therefore, must have a medical examination during the three month period prior to entry into the program. A MEDICAL FORM FOR THIS REPORT WILL BE SENT TO YOU BY THE COLLEGE, ALONG WITH YOUR LETTER OF ACCEPTANCE. YOUR PHYSICIAN MUST SUBMIT THIS REPORT DIRECTLY TO THE COLLEGE HEALTH SERVICE AT LANGARA BEFORE PERMISSION TO REGISTER IS GRANTED.
- You must submit a written application including your statement of philosophy of recreation, four to six letters of reference, and other pertinent information requested specifically relating to items 6-8 below. You must use the specific application form and guidelines provided by Student Services.
- You must have an interview conducted by a team of program faculty.
- You must evidence a clear understanding of the program, its focus, its intent, and evidence career goals compatible with those of the program.



- You must evidence interest and abilities in leadership situations involving people of various ages and with varied abilities.
- You must evidence considerable previous participation in at least one area of interest such as sports and games, creative arts, social recreation, outdoor recreation, therapeutic recreation, or facility maintenance and management, as well as being receptive to learning and leadership situations that may not be within your current recreation experiences.

Your application will not be processed until the following documents are received:

Transcript (if applicable)  
Letter of Reference

Please see general requirements for enrolling for the first time in Career Programs, page 8.

#### **FIRST TERM**

Physical Education 153  
Recreation 160  
Recreation 142  
\*\*Physical Education or  
Recreation Elective  
English 127  
Psychology 115

#### **THIRD TERM**

Recreation 168  
Recreation 164  
Business Procedures 115  
\*\*Physical Education or  
Recreation Elective  
\*\*Physical Education or  
Recreation Elective  
\*\*Elective (from Psychology or  
Sociology or approved elective)

\*\*The Electives marked above with a double asterisk are subject to approval by the Department.

The Physical Education and Recreation Department offers a variety of courses designed to meet the different needs of the student population. In addition to the College courses in Physical Education and Recreation listed in this calendar, there are extensive extracurricular recreational opportunities for students through Intramurals, Athletics and free facility times. Individual day lockers, shower facilities, and towel service are available.

Each of the following areas of instruction, and their courses, apply to specific college programs of study.

#### **SECOND TERM**

Recreation 362  
Recreation 165  
\*\*Physical Education or  
Recreation Elective  
\*\*Physical Education or  
Recreation Elective  
One of English 229 or 230  
or approved  
Communication Course  
Psychology 215

#### **FOURTH TERM**

Recreation Internship 479  
Graded S/U (See page 13)

## **Service Program Activity Courses**

The following courses provide opportunities for healthful and enjoyable recreation for all College students, regardless of their program of studies. You may enrol in one service program activity course in each term, as part of your total program. You are also urged to utilize Intramural Activities and Intercollegiate Athletics for recreational activity to balance your academic work. Service Program Activity Courses carry College credit only.

All courses may not be offered in any given term. Regular attendance and participation are essential course requirements.

### **\*Physical Education 112 (1)**

— Graded S/U (See page 13)

#### **PHYSICAL FITNESS**

An introduction to personal physical fitness development. Although the course is principally geared to mild but continuous and progressive exercise, there will also be opportunity for higher levels of performance. Some individual fitness testing is conducted to indicate personal fitness levels and place you in the appropriate programs. Grading is based mainly on attendance and participation. **0:0:2**

### **\*Physical Education 113 (1)**

#### **GOLF**

This course provides you with opportunities for developing your golf skills at a variety of levels. There are some visits to pitch and putt and regulation golf courses. You must bear the cost for such optional visits yourself. Grading is based mainly on attendance and participation. **0:0:2**

### **\*Physical Education 114 (1)**

#### **BADMINTON**

This course provides instruction in badminton skills, knowledge, tactics, strategies, and game courtesies at the beginner and advanced levels, offering in class tournaments and Intramural competitions to help you improve your playing skills. Grading is based mainly on attendance and participation. **0:0:2**

### **\*Physical Education 116 (1)**

— Graded S/U (See page 13)

#### **SWIMMING**

This course provides opportunities for developing your swimming skills at a variety of levels in a nearby pool. You may elect to attempt C.R.C.S. or R.L.S.S. proficiency awards where feasible. Grading is based mainly on attendance and participation. **0:0:2**

### **\*Physical Education 124 (1)**

#### **TENNIS**

This course provides instruction in tennis skills at the beginner level, offering in class tournaments and Intramural competitions near the end of the term. Grading is based mainly on attendance and participation. **0:0:2**



### \*Physical Education 125 (1)

— Graded S/U (See page 13)

#### INDIVIDUAL AND DUAL ACTIVITIES

This course provides opportunities for the learning of and participation in, a variety of recreational activities that you can enjoy as an individual or with a partner. You may choose to emphasize participation in one activity or choose from a number of activities wherever possible. Grading is based mainly on attendance and participation. 0:0:2

### **Professional Activity Courses**

The following courses are for students who are considering a career in Physical Education and/or Recreation through the Recreation Leadership Career Program or through a university transfer program. Each of the following activity courses has considerable theory dealing with leadership and teaching methodology.

If you are specializing in Physical Education and/or Recreation, you may count up to four credit hours of Professional Activity courses for a University Transfer Program each term and up to six credit hours of Professional Activity courses for the Recreation Leadership Diploma each term. You should plan your program with the Counselling Department and Physical Education and Recreation Faculty. Required courses for students enrolled in certain career programs are arranged within the respective departments.

### **(a) Recreation Activity Courses**

#### ▲\*Recreation 130 (2)

##### INTRODUCTION TO DANCE

A composite course in ballroom, folk, and square dancing with emphasis upon fundamentals of dance, application, and roles of dance in physical education and recreation programs. The course also stresses organization and presentation techniques for the teaching of dance. 1:0:2

#### ▲\*Recreation 131 (2)

##### BALLROOM DANCING

Figures and techniques of waltz, fox-trot, swing, samba, and tango with emphasis upon teaching methods for beginning and advanced ballroom dance skills. 1:0:2

#### ▲\*Recreation 132 (2)

##### FOLK DANCE

Techniques of folk dances of various countries. Stress is on performance, appreciation, application and teaching methods. 1:0:2

#### ▲\*Recreation 133 (2)

##### SQUARE DANCE

Square dance and couples dances; calling and teaching methods. 1:0:2

#### ▲\*Recreation 134 (2)

##### CONTEMPORARY DANCE

Introductory study of movement as a communicative art. Movement analysis, dance techniques, composition, drama improvisations, and directive methods. 1:0:2

#### ▲\*Recreation 135 (2)

##### COMMUNITY ARTS I

An approach to creative expression through various media. Emphasis on teaching children from pre-school up to twelve years of age. 0:0:3

#### ▲\*Recreation 136 (2)

##### COMMUNITY ARTS II

An introductory study of music, rhythm and drama. The use of music rhythm and drama in various activities; analysis of music and drama fundamentals and their application to various recreation settings. 0:0:3

#### ▲\*Recreation 140 (2)

##### COMMUNITY ARTS III

Arts and crafts for teens, adults and the elderly. Emphasis is on the teaching methods for such activities and the contribution of these activities to the individual's well being. Programming and administration for the Arts is also an integral part of this course. 0:0:3

#### ▲\*Recreation 142 (2)

##### OUTDOOR RECREATION I

A study of the potential of various natural settings for recreation and analysis of the outdoor recreation activities possible in these environments. Development of outdoor recreational skills and exploration within and near urban areas for natural settings suitable for recreation programming. A short term residential camp experience is a part of the course and its evaluation. 1:0:2

#### ▲\*Recreation 143 (2)

##### OUTDOOR RECREATION II

The development of skills, knowledge, and appreciation of outdoor recreation in winter and alpine settings on the coast and in the interior. A three to seven day field trip is part of the course and its evaluation. 1:0:2

### **(b) Physical Education Activity Courses**

#### ▲\*Physical Education 132 (2)

##### EXERCISE MANAGEMENT

Principles of exercise management, techniques for assessing fitness and participation in a variety of exercise programs. Exercise programming with consideration for those with specific fitness needs. 1:0:2



▲\*Physical Education 133 (2)

GOLF

A basic course covering the development of skills in all phases of the game, comprehension of rules, etiquette, and terminology, application and roles of golf in physical education and recreation programs, and the development of teaching techniques. 0:0:3

▲\*Physical Education 134 (2)

TENNIS

Instruction in the basic skills, strokes, rules, etiquette, and tactics. Emphasis on an application of biomechanical principles in stroke analysis and development of a variety of teaching methods. 0:0:3

▲\*Physical Education 137 (2)

PHYSICAL FITNESS AND EXERCISE PRESCRIPTION:  
PERSPECTIVES ON HEALTH

This course is primarily for Nursing students. It develops an understanding of the physiological adaptations of the body to physical activity and explains the procedures for assessing personal fitness. You will have an opportunity to participate in a variety of fitness programs and recreational activities to attain and/or maintain your desired fitness level. 1:0:2

▲\*Physical Education 140 (2)

TRACK AND FIELD

The fundamentals of various track and field events, teaching and coaching methods. Integrated with Level I Technical requirements of National Coaching Certification Program. 1:0:2

▲\*Physical Education 142 (2)

SOCCER

Instruction in the basic skills, rules, tactics, teaching methods, coaching techniques, and training techniques of Soccer. 1:0:2

▲\*Physical Education 144 (2)

BADMINTON

Instruction in the basic skills, strokes, rules, scoring, strategy, systems, and game courtesies. Singles and doubles tournaments will be conducted. Emphasis is on skills development and teaching techniques. 1:0:2

▲\*Physical Education 145 (2)

BASKETBALL

Fundamentals, basic drills, simple offensive tactics, team offense and defence, rules, practice organization, teaching techniques, coaching and officiating techniques. 1:0:2

▲\*Physical Education 146 (2)

FIELD HOCKEY

Instruction in the basic skills, rules, tactics, teaching methods, coaching techniques, and training techniques of field hockey. 1:0:2

▲\*Physical Education 147 (2)

VOLLEYBALL

Basic skills, rules, team tactics (offensive and defensive), teaching, coaching, and officiating techniques. 1:0:2

▲\*Physical Education 151 (2)

EDUCATIONAL GYMNASTICS

Instruction through an individualized approach to movement learning, utilizing floor and apparatus activities. Emphasis is on teaching methods, curriculum analysis, and versatility of instructional environments. 1:0:2

▲\*Physical Education 152 (2)

ARTISTIC GYMNASTICS

Instruction in skills development, progressions, and competency levels utilizing trampoline, tumbling, floor exercises, rings, pommel horse, parallel bars, vaulting and high bar apparatus. Emphasis is upon performance skills and instructional and safety techniques. 1:0:2

▲\*Physical Education 153 (2)

ACTIVE PLAY

Theoretical aspects of play, influences of values, interests, out-comes, including sex and age upon play. Participation in, and development of, a repertoire of games, contests, and relays. Teaching methods and procedures and their application to school physical education programs and community recreation programs. 1:0:2

▲\*Physical Education 156 (2)

AQUATICS I

This course emphasizes practical swimming ability and life saving skills and theory through coverage of both the Red Cross White Level Award and the R.L.S.S. Bronze Medallion Award. Introduction to all other aspects of aquatics such as competitive, synchronized and recreational swimming as well. You must attain the Red Cross White Level for successful completion of the course. 1:0:2

**Professional Theory Courses**

The following courses are intended only for those students who are considering a career in Physical Education and/or Recreation through the Recreation Facilities Management Program, the Recreation Leadership Career Program, or through a university transfer program. All courses are not offered each term and you should consult the Counselling Department and the Physical Education and Recreation Faculty when you are planning your program.

**(a) Recreation Theory Courses**

▲\*Recreation 160 (3)

FOUNDATIONS OF RECREATION

An introduction to recreational philosophy, ethics, standards, organization, and programs. 3:0:0



▲\*Recreation 161 (3)

INTRODUCTION TO LEISURE STUDIES

This course encourages the study of the phenomenon of leisure in contemporary industrial societies. It explores the socio-historical context of leisure as an aspect of culture with consideration of the significance and characteristics of leisure and leisure's relationships to other aspects of social life. A theoretical background is developed which is necessary for the implementation concerns of recreation policy and practice. 3:0:0

▲\*Recreation 162 (3)

INTRODUCTION TO RECREATION FACILITY OPERATIONS

An introduction to the operation of selected recreation facilities including an overview of government involvement and regulations, principles of programming, staffing, fiscal planning, concessions, and maintenance procedures. 2:1:0

▲\*Recreation 163 (3)

RECREATION MANAGEMENT FUNDAMENTALS

An introduction to some aspects of the responsibilities of, and procedures available to the professional recreation manager. Focus is upon individual and group decision processes as these affect organizational structure, personnel management, financial and budgeting management, the management of volunteers, legal aspects of recreation and marketing, and advertising and program promotion. 3:0:0

▲\*Recreation 164 (3)

INTRODUCTION TO PLANNING AND MANAGEMENT OF PARKS AND PLAYGROUNDS

An introduction to planning, designing and managing parks and playgrounds. The focus is on urban and non-urban open spaces. Emphasis is on area development, programming and leadership as related to the leisure pursuits of various age groups. 3:0:0

▲\*Recreation 165 (3)

SURVEY OF THERAPEUTIC RECREATION

Introduction to the history, philosophy, objectives, and scope of Therapeutic Recreation. Analysis of the etiology, symptoms, and prognosis of a variety of physical, mental, behavioural, social, and sensory disabilities. Familiarization with recreational and leisure services available. 3:0:0

▲\*Recreation 166 (3)

THERAPEUTIC RECREATION LEADERSHIP

Analysis and application of the principles and techniques used in preparation, delivery, and evaluation of programs. Emphasis placed on adaptation of activities, facility, equipment, and materials, behaviour controls. View to future developments. 3:0:0

▲\*Recreation 167 (3)

CAMPING PROGRAMS AND LEADERSHIP

Philosophy and practices of the various camping organizations and camp

programs. Emphasis is on camp leadership and future developments in this field. 3:0:0

▲\*Recreation 168 (3)

RECREATION PROGRAM PLANNING

An introduction to the principles of planning, implementing, and evaluating recreation programs. 3:0:0

\*Physical Education and Recreation 195 (3) and 295 (3)

These numbers are reserved for Physical Education and Recreation courses that may be offered from time to time by:

- a) College Physical Education and Recreation Faculty who may wish to present a course in their specialty which may be of limited interest; or
- b) Visiting Physical Education and Recreation Lecturers.

Announcements regarding Physical Education and Recreation 195 offerings will be made by Calendar Supplement.

Prerequisites will be announced by special bulletin. 3:0:0

\*Recreation 170 (3)

RECREATION FACILITIES MANAGEMENT FUNDAMENTALS

An introduction to the theory, process and application of recreation and leisure services management with specific reference to facility operations. 3:0:0

\*Recreation 270 (3)

RECREATION FACILITIES MAINTENANCE

An overview of legal liability, labor-management relations and staffing for efficient maintenance of recreation facilities. Includes field trips and observation projects. 2:0:4

\*Recreation 271 (4)

FOOD AND BEVERAGE OPERATIONS

An introduction to the planning, purchasing, preparation and presentation of food and beverage services including health regulations, equipment layout and administrative requirements. 3:0:2

\*Recreation 272 (7)

BUILDING AND LANDSCAPE CONSTRUCTION AND SERVICES

Functional analysis of space planning, use of materials, maintenance concerns, and principles of plumbing, heating and ventilating. 6:0:4

\*Recreation 273 (7)

PHYSICAL PLANT OPERATIONS

The performance, operating principles and application of selected mechanical systems and equipment including air-conditioning, refrigeration and artificial ice installations, swimming pools, fire protection systems, boilers, pumps and fans. 6:0:4



▲ **\*Recreation 362 (3)**

LEADERSHIP METHODS

Fundamentals of group and individual interaction, supervisory techniques, and methods of evaluation. **3:0:0**

**\*Recreation 469 (9)**

RECREATION FACILITIES PLACEMENTS

Approved field placements during the fourth term in various community, public, private and commercial facilities. Course requirements include specific projects and seminars (see Placement Manual). **1:2:21**

**\*Recreation 470 (3)**

RECREATION FACILITIES TRENDS AND ISSUES

Readings on and investigation of selected trends and issues in facility operations and management. **3:0:0**

**\*Recreation 471 (3)**

MARKETING FOR RECREATION

A study of basic marketing functions, market research, consumer motivation and marketing strategies applied to the recreation and leisure service field. **3:0:0**

**\*Recreation 479 (15)**

— Graded S/U (See page 13)

RECREATION INTERNSHIP

Approved field work assignments during the fourth term in recreation settings in the community. Field work training will consist of a twelve week practicum preceded by a one week orientation period and a final one week of evaluation. Course requirements will include specific assignments and seminars (see Internship Manual). Requires full Term 4 Community Recreation Leadership Diploma standing. Internship placement seminars will be held in the prior term. **1:4:30**

**(b) Physical Education Theory Courses**

▲ **\*Physical Education 160 (3)**

INTRODUCTION TO PHYSICAL EDUCATION

Professional orientation, basic philosophy, and objectives; professional qualifications, opportunities, responsibilities and obligations. **3:0:0**

▲ **\*Physical Education 161 (3)**

INTRODUCTION TO THE STUDY OF SPORT

An introduction to the study of sport; an introductory examination of classifications for leisure, play, games, contests, dance, and sport. **3:0:0**

▲ **\*Physical Education 163 (3)**

BIODYNAMICS OF PHYSICAL ACTIVITY

An introductory examination of the mechanical, anatomical, and physiological basis of human physical performance. **2:0:2**

▲ **\*Physical Education 164 (3)**

DYNAMICS OF MOTOR SKILL ACQUISITION

An introductory examination of motor skill acquisition, the variables which influence the learning and performance of motor skills, and the relationship between skill acquisition and growth and development. **3:0:0**

▲ **\*Physical Education 171 (3)**

INTRODUCTION TO SPORTS MEDICINE

Etiology of common exercise and sport injuries with an emphasis on prevention, evaluation, management and rehabilitation. Consideration of current issues and developments in Sports Medicine. Class presentations include both theory and practical learning experiences. **2:0:1**

▲ **\*Physical Education 256 (3)**

AQUATICS II

This course prepares students to teach swimming. The course incorporates the content of the Red Cross Instructor course and analyzes the role of aquatics in Physical Education and Recreation. Equal emphasis on teaching methodology, theory, and practical swimming ability.

Prerequisites: Current (within the last two years) R.L.S.S. Bronze Medalion Award and Red Cross Water Safety Leader Award. (Mature students can apply to the department for exemption from the Leader Award.)

**2:0:1**

▲ **\*Physical Education 257 (3)**

AQUATICS III

The organization and administration of various aquatic programs and meets as well as programs for the handicapped.

Prerequisite: Physical Education 156 or 256.

**2:0:1**

▲ **\*Physical Education 261 (3)**

SPORT IN CANADIAN SOCIETY

An historical and theoretical analysis of Sport in Canadian Society. **3:0:0**

▲ **\*Physical Education 291 (3)**

HUMAN FUNCTIONAL ANATOMY AND APPLIED PHYSIOLOGY I

Human anatomical systems and their integration. A major emphasis is placed on the skeletal and muscular systems.

Prerequisite: Physical Education 163 or permission of the department.

**2:0:2**

▲ **\*Physical Education 391 (3)**

HUMAN FUNCTIONAL ANATOMY AND APPLIED PHYSIOLOGY II

Human anatomical systems and their integration (continued). Emphasis is on the nervous, digestive, endocrine, respiratory, circulatory and urinary body systems and their functioning in physical activities.

Prerequisite: Physical Education 291 or permission of the department.

**2:0:2**



## THE ARTS AND SCIENCES

### **Anthropology (Anthro) Courses**

**NOTE:** Anthropology 120, 131, 132 may be taken in any sequence or concurrently.

#### **Anthropology 120 (3)**

##### **INTRODUCTION TO CULTURAL ANTHROPOLOGY**

An introduction to the cultures and societies of non-urbanized people by means of examples and analysis; a consideration of the nature of culture by examining various economic practices, social systems, political systems, personalities, etc.

No prerequisite required.

**3:1:0**

#### **Anthropology 131 (3)**

##### **INTRODUCTION TO PHYSICAL ANTHROPOLOGY AND HUMAN ORIGINS**

A survey of the physical and behavioral evolution of mankind from the time of the earliest Primates to the present; a discussion of fossil material, interpretations and theories.

No prerequisite required.

**3:1:0**

#### **Anthropology 132 (3)**

##### **INTRODUCTION TO ARCHAEOLOGY**

An introduction to the study of the prehistory of mankind; an examination of the evidence for human cultural development; a consideration of the various motives, methods, and techniques that have been involved.

No prerequisite required.

**3:1:0**

#### **Anthropology 150 (3)**

##### **PACIFIC NORTHWEST CULTURAL STUDIES**

The study of the cultures of the Pacific Northwest Indians and their relationship with the European traders, explorers, and settlers. May not be offered every semester.

No prerequisite required.

**3:1:0**

#### **Anthropology 185 (3)**

##### **PREHISTORY OF THE MEDITERRANEAN**

A regional survey of the prehistoric cultures of the areas bordering the Mediterranean, covering the time from the Neolithic to the Classical period; tracing the origins of Classical civilizations through archaeological techniques.

No prerequisite required.

**3:1:0**

#### **Anthropology 195 (3) and Anthropology 295 (3)**

These numbers are reserved for Anthropology courses that may be offered from time to time by:

- a) College Anthropology Faculty who may wish to present a course in their specialty which may be of limited interest; or
- b) Visiting Anthropology Lecturers.

Announcements regarding Anthropology 195/295 offerings will be made in the term schedules. Prerequisites will be announced by special bulletin.

#### **Anthropology 221 (6)**

##### **FIELD TECHNIQUES IN ARCHAEOLOGY**

A course in practical archaeological method and theory involving field work in B.C. Course objectives include the recovery and interpretation of archaeological data as well as the acquisition of skills such as photography, mapping, computer applications and preparation of reports.

Prerequisite: Consent of the Instructor.

Eight hours a day, five days a week, for an eight week period during the summer.

#### **Anthropology 230 (3)**

##### **ARCHAEOLOGY OF THE NEW WORLD**

A survey of the prehistoric cultures of North and South America, from the entry of man into the New World to the time of European settlement. Particular emphasis on western North America.

Prerequisite: Anthropology 131 or Anthropology 132 or consent of the instructor.

**3:1:0**

#### **Anthropology 240 (3)**

##### **ANTHROPOLOGY OF THE NORTH AMERICAN INDIANS AND INUIT**

An introduction to the North American Indians and Inuit with emphasis upon the Canadian people, from early historic times to the present day, using the culture area and historic approach to examine the diverse ways of life.

Prerequisite: Anthropology 120 or consent of the Instructor.

**3:1:0**

#### **ARCHAEOLOGY FIELD SCHOOL: MAY-JUNE 1986**

##### **Anthropology 221 (6)**

For an 8-week period students will have the opportunity to learn archaeological methods, techniques and theory by participating in fieldwork (surveys & excavation) and laboratory work. (See individual course description.)

### **Art History (Art Hist) Courses**

#### **Art History 112 (3)**

##### **APPROACHES TO THE HISTORY OF WESTERN ART**

An introduction to the study of concepts and problems in art history with an emphasis on aesthetics, style, patronage, and techniques. Course



content will assess "progress in art" as an interdisciplinary study of art history which will consider the dynamics of stylistic change. It will attempt to answer such questions as: Why has art had a history? Is there progress in art which is in any way comparable to progress in science and technology? What is the relationship of contemporary art to the art of the past? **3:1:0**

### **Art History 113 (3)**

#### **NINETEENTH CENTURY ART HISTORY**

Neo-Classicism and Romanticism in France and England. The art of early "modern times." Realism, Impressionism, symbolism, and Art Nouveau.

Prerequisites: Art History 114 and 214 desirable but not essential. **2:2:0**

### **Art History 114 (3)**

#### **WESTERN ART BEFORE THE ITALIAN HIGH RENAISSANCE**

A view of Western painting, sculpture, and architecture from Paleolithic times to the early Italian Renaissance. Includes art of the ancient Middle East, Greece, Rome, and medieval Europe, the Byzantine, Romanesque, and Gothic Styles, all presented within their cultural context. Illustrated lectures and seminar discussions. **3:1:0**

### **Art History 115 (3)**

#### **HISTORY OF ASIAN ARTS I**

A historical survey of Asian Art, architecture, and music as seen through the major civilizations of India and China and the related island empires of Japan, Indonesia, Central Asia, Tibet and Southeast Asia. Myth content and symbolic form in the major oriental religions (Islam, Hinduism, Buddhism, Shintoism and Christianity) will form an important part of the lectures and discussions. Slides, films, tapes and L.P.'s will be used for illustration. You will be expected to develop your own methodology toward a historical understanding of all aspects of Asian Arts. The major stress is on India and Southeast Asia in the first term. **3:1:0**

### **Art History 116 (3)**

#### **HISTORY OF WORLD MUSIC I**

A historical aural survey by means of recordings, tapes, and actual instrumental demonstrations of the world's early heritage of musical sound, including primitive, early Greek, Roman, Indian and Chinese, up to 1450 A.D. Examinations of world folk music is stressed. **3:1:0**

### **Art History 212 (3)**

#### **APPROACHES TO THE HISTORY OF WESTERN ART**

An introduction to the theoretical analysis of content, technique and meaning in historical art. Ideas in stylistic change can be explained, at least in part, by patterns of cognitive growth. The history of art has passed through stages of cognitive development which are reflected primarily in different modes of organizing pictorial space. Individuals will

be encouraged to challenge perception skills and apply meaning to styles of art otherwise remote. **3:1:0**

### **Art History 213 (3)**

#### **TWENTIETH CENTURY ART**

The development and significance of styles in Modern Art: Fauvism, Cubism, Expressionism, Abstraction, Fantasy, Surrealism, Abstract Expressionism, Pop Art and Conceptualism.

Prerequisites: Art History 114 and 214 desirable but not essential. **2:2:0**

### **Art History 214 (3)**

#### **WESTERN ART SINCE THE EARLY ITALIAN RENAISSANCE**

A view of Western painting, sculpture, and architecture from the Italian High Renaissance to twentieth century Expressionism and Abstraction. Includes NeoClassicism, Romanticism, nineteenth century Realism, and Impressionism, all presented within their cultural context. Illustrated lectures and seminar discussions. **3:1:0**

### **Art History 215 (3)**

#### **HISTORY OF ASIAN ARTS II**

A continuation of History of Asian Arts I. This part of the course will continue the study of all major civilizations taken in the first term but with special emphasis on China and Japan. **3:1:0**

### **Art History 216 (3)**

#### **HISTORY OF WORLD MUSIC II**

A continuing historical survey of world music from the early European Renaissance (1450 A.D.) to the present, including classical, folk, jazz, rock, and experimental sounds of the 20th century. The course will include an explanation of concepts of harmony and some music notation. **3:1:0**

## **Biology (Biol) Courses**

### **Biology 115 (3)**

#### **GENERAL BIOLOGY I**

An introduction to cell structures, physical and chemical properties of living matter, photosynthesis, respiration, excretion, nutrition, transport, hormonal control and reproduction. **3:1:2**

### **Biology 116 (3)**

#### **CONCEPTS IN BIOLOGY I**

Biology 116/216 is especially designed for Arts majors. The course emphasizes man, stressing applications of biology that help you better understand and cope with a contemporary world. Major topics are human systems, metabolism and energy relations.

— See Biology 216

**3:1:2**



### Biology 150 (3)

#### HUMAN BIOLOGY

A non-laboratory course for students not majoring in science, dealing with the structure and functions of the human body. The course consists of lectures, seminars, and demonstrations. Recommended for Physical Education and Recreation students. **3:1:0**

### Biology 151 (3)

#### BIOLOGY FOR COURT REPORTERS

This course introduces medical and biological terms likely to be encountered by Court Reporters together with appropriate descriptions of each. For students in the Court Reporter program. **4:0:0**

### Biology 160 (3)

#### HUMAN PHYSIOLOGY

The fundamentals of human physiology; a course covering all systems of the body; primarily for students in the Food Services Program. **3:1:0**

### Biology 180 (3)

#### ECOLOGY: MAN AND HIS ENVIRONMENT

A course for students not majoring in the biological sciences. You will study problems of environmental conservation and resource management, taking field trips to local areas. (Not offered every year. **3:0:3**

### Biology 215 (3)

#### GENERAL BIOLOGY II

A comparative study of the skeletal, muscular, nervous, and reproductive systems; modern principles of development, genetics, ecology, evolution, and a review of the major phyla.

Prerequisite: Biology 115 or equivalent. **3:1:2**

### Biology 216 (3)

#### CONCEPTS IN BIOLOGY II

Science for Arts majors, see Biology 116 — contemporary aspects of ecology, populations, pollution, genetics, and evolution are major topics.

Prerequisite: Biology 116 or equivalent. **3:1:2**

**NOTE:** Some courses at the 300 and 400 levels may not be offered every year.

### Biology 315 (3)

#### CELL BIOLOGY I

A study of the biochemistry and function of cells and cell components, including a discussion of experimental techniques employed in cellular research.

Prerequisite: Biology 215 plus one of Chemistry 215 or 216. The department advises that you take Chemistry 316 before or at the same time as Biology 315. **3:1:3**

### Biology 330 (3)

#### INTRODUCTION TO GENETICS

Mendelian and non-Mendelian principles of inheritance; the chemical nature of the gene, gene structure and function; the heredity of bacteria, viruses and higher organism, including man.

Prerequisites: Biology 115 and 215 or equivalent. Biology 115 and/or 215 cannot be taken concurrently with this course. **3:1:2**

### Biology 340 (3)

#### BOTANY: PLANT PHYSIOLOGY AND ANATOMY

Lectures and laboratories dealing with the structure and physiology of higher plants, including water relations, metabolism, and environmental factors influencing growth.

Prerequisite: Biology 215 or equivalent. **3:1:2**

### Biology 350 (3)

#### VERTEBRATE ANATOMY

Comparative anatomy of the vertebrates with emphasis on man — a survey of the evolution, development, and morphology of organ systems with dissection of representative forms.

Prerequisite: Biology 215 or equivalent. **3:1:3**

### Biology 360 (3)

#### HUMAN PHYSIOLOGY I

A lecture and laboratory course dealing with blood, circulation, nerve-muscle physiology, the nervous system, and kidney function; for students in nursing and students proceeding to advanced work in the biological sciences.

Prerequisite: Biology 215 or equivalent. **3:1:2**

#### **NOTE:**

- 1) Chemistry 215 is desirable but not mandatory.
- 2) You are advised to take Biology 350 concurrently with this course when both are offered in the same semester.

### Biology 370 (3)

#### MICROBIOLOGY I

A course dealing with general microbiology, designed for those continuing in biological sciences. Topics include microbial taxonomy, physiology, morphology, and biochemistry.

Prerequisite: Biology 215 or equivalent. **3:1:3**

### Biology 380 (3)

#### ECOLOGY

Ecology of terrestrial and aquatic communities native to British Columbia with a study of specific management and conservation techniques. Course topics include energetics and the distribution, abundance, life history, and adaptations of animal and plant populations. Field trips during laboratory hours will be required.

Prerequisite: Biology 215 or equivalent. **3:1:3**



### Biology 415 (3)

#### CELL BIOLOGY II

A detailed study of cell structures.

Prerequisite: Biology 315. The department advises that you take Chemistry 416 before or at the same time as Biology 415.

**NOTE:** If you are taking Chemistry 416 concurrently, please note that credit for Biology 415 will be withheld until you have completed Chemistry 416 successfully. **3:1:0**

### Biology 460 (3)

#### HUMAN PHYSIOLOGY II

A lecture and laboratory course dealing with respiration, digestion, metabolism, the endocrine glands, reproduction, and the special senses; for students in nursing and students proceeding to more advanced work in the biological sciences.

Prerequisite: Biology 360. **3:1:2**

### Biology 470 (3)

#### MICROBIOLOGY II

Topics include medical microbiology, microbial genetics, virology, immunology, and industrial microbiology.

Prerequisite: Biology 370. **3:1:3**

The following courses are limited to students in the V.C.C. Nursing Program

### Biology 121 (3)

#### ANATOMY AND PHYSIOLOGY FOR NURSING I

Physiological principles, homeostasis, the cell, tissue, blood, the reticuloendothelial system, immune processes, the lymphatic system, the heart and circulation, skeletal muscles and the skeleton, respiratory and excretory systems, acid base balance, and electrolyte balance. Biology 121 and 221 include pertinent aspects of physics and chemistry. **3:1:2**

### Biology 221 (3)

#### ANATOMY AND PHYSIOLOGY FOR NURSING II

Nervous system, sense organs, digestive endocrine and reproductive systems, gametogenesis, fetal development and physiology, and genetics.

Prerequisite: Biology 121. **3:1:2**

### Biology 321 (3)

#### PATHOLOGY I

Principles of microbiology and pathology pertaining to the study of harmful bacteria and micro-organisms.

Prerequisite: Biology 221. **3:1:0**

### Biology 421 (3)

#### PATHOLOGY II

Principles of the development of common pathological processes as they affect the human body.

Prerequisite: Biology 321. **3:1:0**

### **Business Administration Courses — See page 64.**

### **Canadian Studies (Cdn St) Courses**

For Diploma Information — see page 25.

### Canadian Studies 110 (3)

#### CANADIAN CULTURAL ISSUES

A survey of contemporary Canadian culture, with a focus on regional and multicultural images and identities; architecture and visual arts; and contemporary electronic and print communication, both public and private. **3:1:0**

### Canadian Studies 120 (3)

#### NATIVE CANADIAN CONCERNS

A survey of contemporary Native (Indian, Inuit and Metis) issues. Emphasis is placed upon various social, political, economic, anthropological and artistic concerns in terms of the Canadian multicultural perspective. **3:1:0**

### **Chemistry (Chem) Courses**

### Chemistry 114 (3)

#### AN INTRODUCTION TO CHEMISTRY

A one term introduction to Chemistry intended for students who have had no secondary school Chemistry and who wish to proceed to more advanced chemistry courses. Open only to students who have completed secondary school or equivalent or have been admitted under Dean's admission. **3:0:2**

### Chemistry 115 (3) and Chemistry 215 (3)

#### GENERAL CHEMISTRY

Chemistry 115 and 215 constitute a first year course in general college chemistry. Chemistry 115 covers the following topics: stoichiometry, atomic and molecular structure, the periodic table, chemical bonding, nuclear chemistry, properties and theory of gases, and organic chemistry.

Prerequisites for Chemistry 115: Chemistry 114, Chemistry 11, Chemistry 071, or equivalent with a "C" or better standing, and Mathematics 11, Mathematics 150, or equivalent (may be taken concurrently). Not open to students with a "C+" or better in Chemistry 12, Chemistry 091 or equivalent. See Chemistry 125. **4:0:2**



Chemistry 215 discusses liquids, solids and changes of state, solutions, acid-base theory, kinetics, equilibrium, thermodynamics and electrochemistry.

Prerequisite for Chemistry 215: Chemistry 115.

4:0:2

### Chemistry 125 (3) and Chemistry 225 (3)

#### GENERAL CHEMISTRY

Chemistry 125 plus Chemistry 225 constitute a first year general chemistry course primarily for students intending to study the physical sciences and are restricted to those who have completed Chemistry 12, Chemistry 091, or an equivalent course with a "C+" or better grade. Chemistry 125 topics include: stoichiometry, atomic structure, bonding and molecular structure, gases, and organic chemistry.

Prerequisites for Chemistry 125: Chemistry 12, Chemistry 091, or equivalent with a "C+" or better standing, and Mathematics 11, Mathematics 150 or equivalent (may be taken concurrently.).

3:1:2

Chemistry 225 topics include: solids, liquids, solutions, kinetics, equilibrium, acids and bases and thermodynamics.

Prerequisite for Chemistry 225: Chemistry 125.

3:1:2

### Chemistry 315 (3) and Chemistry 415 (3)

#### PHYSICAL AND INORGANIC CHEMISTRY

These two courses constitute a second year course in physical and inorganic chemistry. Chemistry 315: This course includes a brief review and extension of equilibria in solution, an introduction to thermodynamics including the First and Second Laws, enthalpy, entropy, Gibbs Free Energy, and chemical potentials. (Fall term only).

Prerequisites: Chemistry 215, Chemistry 225, or equivalent, and Mathematics 171 or equivalent (may be taken concurrently).

4:0:3

Chemistry 415: A continuation of Chemistry 315. Topics discussed include modern concepts of atomic structure and bonding, descriptive inorganic chemistry with some physical methods of determining structures, and electrochemistry. (Spring term only).

Prerequisite: Chemistry 315.

4:0:3

### Chemistry 316 (3) and Chemistry 416 (3)

#### ORGANIC CHEMISTRY

A second year level course in general organic chemistry. Chemistry 316: Topics include simple aliphatic and aromatic compounds including hydrocarbons, alkyl halides, organometallic compounds, alcohols, and ethers; an introduction to reaction mechanisms, to stereochemistry and to the use of spectroscopy in organic chemistry. (Normally fall term only).

Prerequisite: Chemistry 215, 225, or equivalent.

4:0:3

Chemistry 416: Topics include carbonyl compounds, carboxylic acids, amines, and amino acids. Bio-organic systems may also be covered. (normally spring term only).

Prerequisite: Chemistry 316 or equivalent.

4:0:3

## Chinese Courses

### Chinese 115 (3) and Chinese 215 (3)

#### BEGINNER'S COLLEGE CHINESE

An introduction to spoken Mandarin and modern written Chinese with heavy emphasis on the audio-lingual approach. After the oral-aural foundation has been laid, emphasis gradually shifts toward developing the student's ability to read written texts. New vocabulary items are always introduced in both phonetic transcript and in characters. At the end of Chinese 215 the student is expected to be able to understand and speak basic Mandarin and to read and write about 300-500 characters.

Native speakers of Chinese will not be permitted to take this course.

3:0:1

### Classical Studies (Classical St) Courses

For Diploma Information — See page 25.

#### Classical Literature 111 (3)

A survey in translation of epic poetry written by both Greek and Roman poets in the classical era. The course will focus on Homer and Virgil, but some consideration will be given to other poets. Reference will be made to the survival of the epic tradition in English literature.

3:1:0

#### Classical Literature 211 (3)

A survey in translation of dramatic literature written by both Greek and Roman writers in the classical era. The course will focus on tragedy but some consideration will be given to comedy. Reference will be made to the influence of classical drama upon English Literature.

3:1:0

### Greek 115 (3) and Greek 215 (3)

#### INTRODUCTORY GREEK AND ELEMENTARY GREEK

Greek 115 — An introduction to Greek. The element of the language. Simple readings. Greek 215 — A continuation of Greek 115 with readings in prose and verse. These two courses will prove especially useful to students of Classical Studies, Comparative Literature, History, Religious Studies, and Romance Languages.

Prerequisite for Greek 115: none.

Prerequisite for Greek 215: Greek 115.

Offered from time to time at the discretion of the department.

3:1:0

### Latin 115 (3) and Latin 215 (3)

#### BEGINNER'S LATIN I AND II

Latin 115 — An introduction to the nature and structure of the Latin language; reading of simple texts in prose and verse. This course with Latin 215 will be especially useful to students interested in Classical Studies, Medieval History, Comparative Literature, the Romance Languages, Religious Studies, Philosophy and Biological Sciences.

Latin 215 — An intermediate course in Latin, with emphasis on reading.

Prerequisite for Latin 115: none.

Prerequisite for Latin 215: Latin 115.

3:1:0



**Communication Courses —**  
**See English Courses page 134.**

**Computer Science Courses —**  
**See Mathematics Courses page 148.**

**Criminal Justice Program — See page 80.**

### **Economics (Econ) Courses**

The Economics Department strongly recommends that students who have not taken economic courses at the college level, enter directly into 100 level economic courses such as Economics 115, 116 or 118. Successful completion of Economics 221 and 222, is significantly lower for those students who do not have an Economics 100 background.

#### **Economics 110 (3)**

##### **COMPARATIVE ECONOMIC SYSTEMS**

This course compares the economic systems of Canada and the Soviet Union in the way which they decide what goods get produced and who gets the resulting output. It also examines problems specific and common to each type of economic system, e.g. inflation, big business and unions, economic growth and motivation of the individual.

**3:1:0**

#### **Economics 111 (3)**

##### **URBAN ECONOMIC ISSUES**

This course uses economic principles to describe and analyze certain problems confronting Vancouver and other Canadian cities, examining issues such as urban poverty, housing, transportation, industrial location, and quality of life.

**3:1:0**

#### **Economics 115 (3)**

##### **CANADIAN ECONOMIC ISSUES**

The use of economic principles to describe and analyze current Canadian economic issues such as inflation, monopoly, pollution, and poverty.

**3:1:0**

#### **Economics 116 (3)**

##### **CANADA IN THE WORLD ECONOMY**

Canada's economic relationship with the United States, the European Economic community, Japan, and Latin America, with special emphasis on trade, international investment, and foreign ownership.

**3:1:0**

#### **Economics 117 (3)**

##### **INTRODUCTORY ECONOMIC HISTORY**

A history of the economic development of man from evident beginnings to 1500. A discussion of the refinement of civilization arising out of eco-

nomie surplus, consideration (of discoveries and inventions), religion, social organization, and government.

**3:1:0**

#### **Economics 118 (3)**

##### **ECONOMICS AND HISTORY OF WESTERN CIVILIZATION**

An analysis of the main historical features of economic development after 1500, with special emphasis on economic and social changes in some of the industrializing countries of the world. Some topics broached are changes in land tenure, the Commercial and Industrial Revolutions, and the emergence of western pre-eminence in the world economy.

**3:1:0**

#### **Economics 195 (3) and Economics 295 (3)**

These numbers are reserved for Economic courses that may be offered from time to time by:

- a) College Economic Faculty who may wish to present a course in their specialty which may be of limited interest; or
- b) Visiting Economic Lecturers.

Announcement regarding Economics 195 and 295 offerings will be made in term schedules.

Prerequisites will be announced by special bulletin.

#### **Economics 221 (3)**

##### **PRINCIPLES OF ECONOMICS (MACRO)**

Introductory concepts; the price system; business organization; agriculture; affluence and poverty; labour; government; national income; monetary and fiscal policy; savings, investment and consumption; the multiplier; business cycles; prices; money and banking.

**3:1:0**

#### **Economics 222 (3)**

##### **PRINCIPLES OF ECONOMICS (MICRO)**

Price determination; demand and utility; competitive supply; cost analysis; equilibrium of the firm; combines policy; income distribution; the pricing of factor inputs; land rent; competitive wages; interest and capital; profits; international trade; growth; alternative economic systems.

**3:1:0**

**NOTE:** Students may not take Economics 221 and Economics 222 in the same term without written Departmental permission.

#### **Economics 251 (3)**

##### **INTERMEDIATE MICROECONOMIC ANALYSIS**

Consumer behaviour, production, exchange, equilibrium of the firm under different market structures, factor markets, economic welfare. Intended primarily for Bachelor of Commerce students.

Prerequisites: Economics 221 and 222, Mathematics 153/253 or 171.

**4:0:0**

#### **Economics 252 (3)**

##### **INTERMEDIATE MACROECONOMIC ANALYSIS**

Income and employment theory, monetary theory, the open economy,



economic fluctuations and growth. Intended primarily for Bachelor of Commerce students.

Prerequisites: Economics 221 and 222, Mathematics 153/253 or 171.

4:0:0

## **English (Eng) and Communication (Commun) Courses**

### **ENGLISH PLACEMENT TEST**

If you plan to enrol in a first semester English or Communication course, you must take the B.C. English Placement Test prior to the term in which you hope to register.

### **Non-Credit Courses in English**

#### **English 109 (0)**

##### **READING DEVELOPMENT**

English 109 is a course for students who wish to increase their reading speed while improving comprehension and retention. It includes lectures on efficient time scheduling, note-taking, and examination techniques. One noon hour lecture and two one-hour laboratory periods per week are required.

1:0:2

### **First Year English Courses**

If you wish to earn first year credit in college English, you must complete either English 127 or English 128 in the first semester and either English 229 or English 230 in the second semester.

#### **First Semester Courses**

#### **English 107 (3)**

##### **LANGUAGE AND COMPOSITION**

This is a course designed for students at the post-secondary level who require additional training in the fundamental skills of reading and writing. It covers both oral and written communication but emphasizes reading and composition. If you have a below standard score on the English Placement Test, you will be required to take English 107 before proceeding to a first semester credit course in English. This course does not carry transfer credit to other institutions.

4:0:0

#### **English 127 (3)**

##### **ESSAY WRITING AND SHORT PROSE SELECTIONS**

This course emphasizes the principles of composition through the study and writing of various kinds of essays. As a secondary aim, it encourages an appreciation of modern literature through a study of the short story.

Prerequisite: English 12, CV 81/91, English 107 or equivalent.

3:1:0

#### **English 128 (3)**

##### **SHORT PROSE SELECTIONS AND COMPOSITION**

While this course attends to the principles of composition, it emphasizes an appreciation of modern prose writing through the study of both short stories and essays. Most writing assignments are related to the literature studied.

Prerequisite: English 12, CV 81/91, English 107 or equivalent.

3:1:0

### **Second Semester Courses**

**NOTE:** You may not take a second semester course until you have successfully completed either English 127 or English 128.

#### **English 229 (3)**

##### **MODERN NOVEL, POETRY AND DRAMA**

This course introduces students to the modern novel, to a selection of poems, mainly from the twentieth century, and to a sampling of modern drama. Writing assignments are related to the literary works studied.

3:1:0

Prerequisite: English 127 or 128.

#### **English 230 (3)**

##### **MODERN NOVEL, POETRY AND FILM**

This course introduces students to the modern novel, to a selection of poems, mainly from the twentieth century, and to the elements and techniques of modern film. Writing assignments are related to the works studied.

3:1:0

Prerequisite: English 127 or 128.

**NOTE:** In most semesters, one of the above first semester courses and one of the above second semester courses will be offered by cassette correspondence. See the term supplement for details.

### **First Year English Options**

**NOTE:** The following two pairs of courses may be taken for unassigned credit in either first or second year. English 181 and 281 go together, as do English 126 and 226.

#### **English 181 (3)**

##### **HISTORY OF DRAMA AND THEATRE, PART I**

English 181 is a study of drama and theatre history of the Primitive, Greek, Roman, Medieval, and Renaissance periods. You will be given a choice of written and/or oral assignments.

Prerequisite: English 12, CV 81/91, English 107, or equivalent.

3:1:0

#### **English 126 (3)**

##### **INTRODUCTION TO LINGUISTICS: DESCRIPTIVE**

English 126 is a study of modern linguistic theory, with special attention given to the forms and ideas of generative grammars. It covers such areas as the nature and acquisition of language usage, phonology, semantics, and syntax.

Prerequisite: English 12, CV 81/91, English 107, or equivalent.

3:1:0



### English 195 (3) and English 295 (3)

These numbers are reserved for English courses that may be offered from time to time by:

- a) Members of the English Department who may wish to present a course in their specialty; or
- b) Visiting English lecturers.

Announcements regarding English 195/295 offerings will be in the term schedule.

Prerequisite: Announced by special bulletin.

3:1:0

### English 226 (3)

#### INTRODUCTION TO LINGUISTICS: HISTORICAL

English 226 is a study of the history and development of the English language from the Old English Period to the present. It studies the changes that have occurred in sounds, spelling, forms and syntax, as well as the ways in which the language has enriched its vocabulary.

Prerequisite: English 126 or permission of the department.

3:1:0

### English 281 (3)

#### HISTORY OF DRAMA AND THEATRE, PART II

English 281 is a study of drama and theatre history of the Restoration, and the Eighteenth, Nineteenth, and Twentieth Centuries. You will be given a choice of written and/or oral assignments. (English 281 is usually preceded by English 181, but it can be taken either before or along with English 181.)

Prerequisite: English 12, CV 81/91, English 107 or equivalent.

3:1:0

### Second Year English Courses

You may take any two of the following courses for second year credit. These courses may be taken in any order or concurrently. Notice that English 181 and 281 may also be taken for unassigned second year credit.

### English 323 (3)

#### SURVEY OF ENGLISH LITERATURE, PART I

English 323 introduces students to the range and tradition of early English literature, focusing on Chaucer, Shakespeare and Milton. Term papers are required.

Prerequisite: English 229 or 230, or equivalent.

3:1:0

### English 325 (3)

#### CANADIAN LITERATURE

This is a one semester course in Canadian literature with special attention given to contemporary fiction and/or poetry and/or drama. Term papers required.

Prerequisite: English 229 or 230, or equivalent.

3:1:0

### English 327 (3)

#### EXPLORING LITERATURE

This course examines one genre, theme, or national literature. Contents

vary with instructor and semester. Check the calendar supplement for each semester. Term papers and extensive reading are required. English 325 and 327 may be taken in either order or both together.

Prerequisite: English 229 or 230, or equivalent.

3:1:0

### English 424 (3)

#### SURVEY OF ENGLISH LITERATURE, PART II

English 424 explores a range of English literature by focusing on major authors and literary forms from the Restoration to the late nineteenth century. Term papers are required. (English 424 is usually preceded by English 323, but it can be taken either before or along with English 323.)

Prerequisite: English 229 or 230, or equivalent.

3:1:0

### Second Year English Options

### English 326 (3)

#### CREATIVE WRITING: PROSE FICTION

This study of the short story and novel emphasizes individual student writing in both genres, but the course also includes analysis and discussion of recent and current directions in prose fiction. You will be expected to complete one average-length short story, and a synopsis of one or two chapters of a novel.

Prerequisite: English 229 or 230, or equivalent.

3:1:0

### English 426 (3)

#### CREATIVE WRITING: POETRY AND DRAMA

The term's work will be divided between the two genres: the drama section will require the writing of a one-act play, either for stage, radio, or television; the poetry will require the writing of a collection of short poems unified in a definable way.

Prerequisite: English 326 or permission of the department.

3:1:0

### Communication Courses

**NOTE:** The following four courses are designed for students in Langara's Career Programs. They carry College credit, but not University transfer credit.

### Communication 115 (3)

#### INTERPERSONAL COMMUNICATION

Interpersonal communication theory put into practice in games, exercises, group and individual projects that cover small group dynamics, interviews and oral presentations.

Prerequisite: English 12, CV 81/91, English 107, or acceptance into a Career Program.

4:0:0

### Communication 116 (3)

#### REVIEW OF SPELLING AND PUNCTUATION

Because this course is especially designed for students on the Court Reporter and Accounting programs, enrollment is restricted. Review of



basic principles of spelling, punctuation and sentence composition with extensive practice and drills in relation to the needs of court reporting.

Prerequisite: Acceptance in the Court Reporter or Accounting Programs.  
**4:0:0**

### Communication 117 (3)

#### ORAL DEVELOPMENT AND LISTENING SKILLS

Effective speaking and listening skills developed in a lab environment, with practice in persuasive vocal techniques (dynamics, articulation, tempo, pitch) and listening exercises. Skills are applied in a variety of situations: impromptu and extemporaneous speeches, interviews and debates.

Prerequisite: English 12, CV 81/91, English 107, or acceptance into a Career Program.  
**4:0:0**

### Communication 118 (3)

#### WRITTEN COMMUNICATION

Training in writing skills, with emphasis on business writing in a career context. Writing projects include memos, letters, reports, resumes and employment correspondence.

Prerequisite: English 12, CV 81/91, English 107, or acceptance into a Career Program.  
**4:0:0**

### Communication 119 (3)

#### TECHNICAL WRITING

Technical writing for Computer Systems Technologist students. Writing practice, using a word processing program in the microcomputer lab. Assignments include memos, letters, and short and long reports.

Prerequisites: English 12, CV 81/91, or English 107, and acceptance into the Computer Systems Technologist Program.  
**2:0:2**

### Communication 219 (3)

#### TECHNICAL WRITING: DOCUMENTATION

Training in technical writing skills, focused on writing descriptions and explanations of the purposes and functions of computer programs to a variety of audiences. Assignments include writing instruction manuals and on-line tutorials.

Prerequisite: Communication 119.  
**2:2:0**

***Fine Arts Program — See page 101.***

***Food Services Technician Program — See page 89.***

### ***French (Fren) Courses***

#### French 115 (3) and French 215 (3)

##### BEGINNER'S FRENCH

Fundamentals of speaking, reading, and writing French; classroom work supplemented by practice in the Language Laboratory.

Introductory course for students with no previous knowledge of French.

Prerequisite for French 115: none.

Prerequisite for French 215: French 115.  
**3:0:1**

#### French 117 (3) and French 217 (3)

##### INTERMEDIATE FRENCH

First year College French for those who have completed Grade 11 French in secondary school, or equivalent.

Prerequisite for French 117: French 11 or French 215 or French 061/071.

Prerequisite for French 217: French 117.  
**3:0:1**

#### French 118 (3) and French 218 (3)

##### FRENCH CONVERSATION, LANGUAGE AND LITERATURE

Designed for students who want a less specialized course than either French 119/219 or French 125/225. This course offers a review of grammar, a study of literary texts, and practice in conversation. However, if you plan to take French 302/402 or French 329/429 in second year, you must take French 119/219.

Prerequisite for French 118: French 12 or French 117/217.

Prerequisite for French 218: French 118.  
**3:0:1**

#### French 119 (3) and French 219 (3)

##### FRENCH LANGUAGE AND LITERATURE

A course consisting of literature, grammar, and written composition for students who plan advanced study in the French Language.

Prerequisite for French 119: French 217 or 218 with "A" or "B" standing or permission of the department or French 12 or equivalent with "B" or better. Students with French 217 or French 12 with a "C" standing should enrol in French 118.

Prerequisite for French 219: French 119.  
**4:0:0**

#### French 125 (3) and French 225 (3)

##### CONVERSATIONAL FRENCH

A conversational approach to French culture. Limited to 15 students.

Prerequisite for French 125: French 12 or French 217.

Prerequisite for French 225: French 125.

This course may be taken in the first year of college. This course is not offered every year.  
**4:0:1**

#### French 302 (3) and French 402 (3)

##### ADVANCED FRENCH LANGUAGE AND COMPOSITION

Emphasis is on composition and translation. Classes are conducted entirely in French. This course is to be taken by all students intending to proceed to third year French programs at university.

Prerequisite for French 302: French 219 or equivalent.

Prerequisite for French 402: French 302 or equivalent.  
**3:0:1**



## French 329 (3) and French 429 (3)

### A SURVEY OF FRENCH LITERATURE

French 329 deals with selected works from the Middle Ages to the 17th century; French 429 with representative texts from the 18th to the 20th century. Discussion and writing are in French. To be taken by all students intending to proceed to third year French courses at university.

Prerequisite for French 329: French 219 or equivalent.

Prerequisite for French 429: French 329 or equivalent. **3:0:1**

## Geography (Geog) Courses

All geography courses carry university transfer credit.

Geography 180 and 190 are laboratory sciences.

### Geography 100 (3)

#### INTRODUCTION TO GEOGRAPHY

This course provides an introduction to the thought, theory, and skills of the geographer. It deals with man/environmental knowledge. It examines the use of geography in understanding and solving environmental, economic, political, and social problems. **3:1:0**

**NOTE:** Students planning advanced study in Geography should take this course.

### Geography 105 (3)

#### FIELD TECHNIQUES

This course offers practical experience in the use of a variety of field study techniques. These techniques emphasize the collection and interpretation of field data, introducing the student to such skills as mapping and field sketching, land use interpretation through maps and air photos, questionnaire implementation and field data analysis. The techniques will be applied by students to a variety of problems — social, economic or physical — in field settings. Interview with instructor required before registration. No prerequisites. **2:1:2**

### Geography 120 (3)

#### INTRODUCTION TO THE GEOGRAPHY OF CANADA

This course examines the geography of Canada from its environmental base to resource management problems and regional characteristics, emphasizing current social, political, and economic issues. **3:1:0**

### Geography 130 (3)

#### URBAN GEOGRAPHY

This course studies the evolution, spatial organization, and dynamics of the modern city. Special emphasis is on the Canadian context, including locally oriented field trips and projects. **3:1:0**

### Geography 150 (3)

#### ECONOMIC DEVELOPMENT OF BRITISH COLUMBIA

This course provides a geographic analysis of the factors influencing the

development of B.C.'s human and physical resources. Some of the topics considered are the effects of the physical environment, historic economic development, trends in selected sectors of the economy, the role of the government in resource policy, and international trade. Emphasis is on contemporary problems, trends, and issues. **3:1:0**

**NOTE:** In addition to being offered as a regular course, Geography 150 may also be given in the Geography Field School.

### Geography 155 (3)

#### ENVIRONMENTAL ISSUES — MAN AND NATURE

This is an introductory course emphasizing environmental issues and natural hazards with special attention given to questions of environmental management. There will be a heavy emphasis on B.C. issues although a broader perspective will sometimes be necessary. You will have an opportunity to gain some experience in field work and other research methods. Some basic knowledge of B.C. is desirable for students interested in this course. **2:2:0**

### Geography 160 (3)

#### THE PACIFIC RIM

This course presents a geographic approach to trends and problems in the economic, social, and political developments of Pacific Rim countries. Some issues are studied in the context of the entire Pacific region, whereas others are examined in more detail on a specific regional basis, e.g. Latin America, East Asia. Special emphasis is placed on Canada-Pacific Rim relationships such as trade. **3:1:0**

### Geography 180 (3)

#### PHYSICAL GEOGRAPHY (METEOROLOGY AND CLIMATOLOGY)

This course is a laboratory science which provides an introduction to weather, climate, vegetation, and cartography. The approach emphasizes process, classification, and distribution. Examples are drawn largely from North America with special emphasis on local conditions. Lectures and labs complement one another by providing both theoretical and applied perspectives. **2:1:2**

**NOTE:** Students planning advanced study in Geography should take both Geography 180 and 190 in any sequence or concurrently.

### Geography 190 (3)

#### PHYSICAL GEOGRAPHY (GEOMORPHOLOGY)

This course is a laboratory science which provides an introduction to geomorphology (the study of landforms) and soils. The approach emphasizes process, form, and distribution. Examples are drawn largely from North America with special emphasis on local conditions. Lectures and labs complement one another by providing both theoretical and applied perspectives. **2:1:2**

**NOTE:** Students planning advanced study in Geography should take both Geography 180 and 190 in any sequence or concurrently.



## Geography 195 (3) and Geography 295 (3)

These numbers are reserved for Geography courses that may be offered from time to time by:

- College Geography Faculty who may wish to present a course in their specialty which may be of limited interest, or
- Visiting Geography Lecturers.

Announcements regarding Geography 195 and 295 offerings will be made in term schedules.

**NOTE:** Prerequisites will be made by special bulletin.

### GEOGRAPHY FIELD SCHOOL:

The Geography Field School is comprised of two courses: Geography 105 (3), Field Techniques and Geography 130 (3), Urban Geography (see the individual course descriptions). Students must enroll in both courses and are required to participate in local field work in the Vancouver and Lower Mainland region. Acceptance into the Field School is based on a personal interview with the instructor prior to registration.

Additional Field School expenses to be announced.

## Geography 250 (3)

### ECONOMIC GEOGRAPHY

This course provides a basic introduction to the principles of economic geography and locational analysis. It is a second level course emphasizing the theoretical and quantitative methods and techniques used by the geographer. It stresses contemporary problems associated with economic behaviour together with techniques used in interpreting regional disparities, spatial organization of industry, and patterns of communications. Prerequisites: Geography 100 or Geography 130 or other Social Science alternative with Departmental permission. **3:1:0**

## Geography 270 (3)

### CULTURAL GEOGRAPHY

This course presents a geographical appreciation of the beliefs, traditions, and growth of human society. A consideration of such topics as environmental perception, cultural impressions on the landscape, diffusion, and the interaction of cultures.

Prerequisites: Geography 100 or Geography 130 or other Social Science alternative with Departmental permission. **3:1:0**

## Geology (Geol) Courses

### Geology 110 (3) and Geology 210 (3)

#### INTRODUCTION TO GEOLOGY I AND II — LAB SCIENCE

A laboratory science course providing an introduction to physical and historical geology. It includes consideration of the origin and structure of

the earth, rocks and minerals, deformation of the earth's crust, erosion and land forms, history of the earth and development of life, and economic geology. Evidence will be examined in the laboratory and in the field.

Prerequisite: Geology 110: none.

Prerequisite: Geology 210: 110.

**3:0:2**

### Geology 115 (3) and 215 (3)

#### INTRODUCTION TO GEOLOGY I AND II — NON-LAB

A Geology course for non-science majors which provides an introduction to physical and historical geology. It includes consideration of the origin and structure of the earth, rocks and minerals, deformation of the earth's crust, erosion and landforms. History of the earth and development of life.

Prerequisite: Geology 115: none

Prerequisite: Geology 215: 115.

**3:1:0**

## German (Germ) Courses

### German 115 (3) and German 215 (3)

#### BEGINNERS' GERMAN

Fundamentals of speaking, reading and writing German; a prerequisite to the concentrated study of German. Introductory courses for students who have little or no previous knowledge of German.

Prerequisite for German 115: none.

Prerequisite for German 215: German 115 or permission of the department. **3:0:1**

### German 119 (3) and German 219 (3)

#### GERMAN LANGUAGE AND LITERATURE

A course consisting of a thorough review of language structure and grammar, plus oral and written German based on the reading of contemporary German authors.

Prerequisite for German 119: German 215, German 12 or equivalent, or permission of the department.

Prerequisite for German 219: German 119.

**3:1:0**

### German 329 (3) and German 429 (3)

#### A SURVEY OF GERMAN LITERATURE

This is an advanced course dealing with representative works of German literature from 1800 to the present, along with oral and written practice in German.

Prerequisite for German 329: German 219 or equivalent, or permission of the department.

Prerequisite for German 429: German 329.

**3:1:0**

## Greek Courses — See page 131.



## **History (Hist) Courses**

### **History 111 (3)**

#### **THE HISTORY OF GREECE**

The nature of history, chronological systems, and the ancient Near East, the rise of the Greek city-states, with special emphasis on the political, economic and cultural achievements of the Classical period (500–323 B.C.). **4:0:0**

### **History 113 (3)**

#### **HISTORY OF THE EARLY MEDIEVAL WORLD**

A study of the most pertinent aspects of early Medieval History from the decline of Rome to about the year 1000 A.D. Special attention will be given to the development of characteristic institutions and ideas in this period. The course will focus upon the disintegration of the classical world and the genesis of a new form of civilization in Europe. **3:1:0**

**NOTE:** This course will be offered during the Fall term only.

### **History 114 (3)**

#### **WESTERN THOUGHT AND INSTITUTIONS**

The development of the political thought, religion, science, economics, and culture of the Western World from 1500 to 1763. An introductory course recommended as a basis for studies in Modern History. **3:1:0**

### **History 115 (3)**

#### **MODERN HISTORY (1900–1939)**

A study of Europe at the turn of the century; the causes, the events, and aftermath of World War 1; the "Search for Security" and the League of Nations; the Great Depression and the rise of totalitarian states. **3:1:0**

### **History 116 (3)**

#### **EARLY CANADA**

The analysis of early French and English colonies on the eastern coast through the period of colonial rivalry; their impact on the native Indian culture; the British conquest; the conflict of cultures; social, economic, and political developments to 1867. **3:1:0**

### **History 117 (3)**

#### **B.C. HISTORY I**

An introduction to methods in historical research within the context of early British Columbia history. Course content will focus on native Indian cultures and the culture clash, fur trade society, colonial society and British Columbia's entry into confederation. **2:2:0**

### **History 119 (3)**

#### **AMERICAN HISTORY (FROM EARLY COLONIES TO THE CIVIL WAR)**

A study of the struggle of the first British colonies for economic existence, for political independence, for continental expansion, and for political unity. **3:1:0**

### **History 122 (3)**

#### **BRITISH IMPERIAL HISTORY**

An analysis of British Expansion 1497–1857. The major themes include exploration, colonization, mercantilist economics, the American Revolution and the birth of a free trade empire. **3:1:0**

### **History 125 (3)**

#### **CHINA: A CENTURY OF REVOLUTION (1840–1949)**

An introduction to the historical events of the one hundred year period leading up to the "liberation" of China in 1949. Ideological, social, and political aspects will be related to the historical development. **3:1:0**

### **History 195 (3) and History 295 (3)**

These numbers are reserved for History courses that may be offered from time to time by:

- a) College History Faculty who may wish to present a course in their specialty which may be of limited interest; or
- b) Visiting History Lecturers.

Announcements regarding History 195 and 295 offerings will be made in term schedules. **3:1:0**

### **History 211 (3)**

#### **THE HISTORY OF ROME**

The growth of Rome, the development of her political institutions, the acquisition of the empire, the collapse of the Republic, the political and social history of the Empire, and the decline and fall. **4:0:0**

### **History 213 (3)**

#### **HISTORY OF THE LATE MEDIEVAL WORLD**

A study of the most pertinent aspects of the late Medieval World from about the year 1000 A.D. until the Italian Renaissance. Special attention will be given to the development of institutions and ideas in this period. **3:1:0**

**NOTE:** This course will be offered in the Spring Term.

### **History 214 (3)**

#### **WESTERN THOUGHT AND INSTITUTIONS**

This course is a continuation of History 114, extending from the mid-eighteenth century to 1900. It gives special attention to the Enlightenment, the Industrial Revolution, the French Revolution, and the development of society in nineteenth century Europe. This is an introductory course which is recommended as a basis for studies in Modern History. **3:1:0**

### **History 215 (3)**

#### **MODERN HISTORY (1939 TO PRESENT)**

A study of the conflicts leading to World War II; the events and global aspects of the war; the "Cold War" tension; the impact of growing Communism and the emergence of the People's Republic of China; the col-



lapse of colonialism and resultant rise of the new nationalism in Asia and Africa. 3:1:0

### History 216 (3)

MODERN CANADA (1867-1967)

The social, political, and economic growth of Canada from sea to sea. 3:1:0

### History 217 (3)

B.C. HISTORY II

A study of late 19th and 20th century British Columbia history with special attention to the organization of research findings. 3:1:0

### History 219 (3)

AMERICAN HISTORY (FROM THE CIVIL WAR TO THE PRESENT)

A study of the growth of a great power through consolidation and economic exploitation of vast lands and resources, its defiance of Old World powers, pro- and anti-isolationist factors in World War I and World War II, the problems and responsibilities of the world's great industrial giant. 3:1:0

### History 222 (3)

BRITISH IMPERIAL HISTORY

A continuation of History 122, this course covers the period 1857-1960. The major developments analyzed and described are the zenith of imperialism, the decline to decadence, the birth of the Commonwealth. 3:1:0

### History 369 (3)

CANADIAN-AMERICAN RELATIONS

A study of integration and conflict, from our historical beginnings to our twentieth century industrialization. 3:1:0

**NOTE:** This course will be offered in the Spring Term.

The following courses may be taught from time to time.

History 139 (3) Britain in the Nineteenth Century.

History 149 (3) Britain in the Twentieth Century.

History 161 (3) Selected Issues in Canadian History.

History 330 (3) France in a Revolutionary Age.

History 333 (3) Russia in the Nineteenth Century.

## Japanese Courses

### Japanese 115 (3) and Japanese 215 (3)

BEGINNER'S COLLEGE JAPANESE

Introduction to the fundamentals of modern Japanese as spoken and written today. Emphasis on aural-oral practice at the initial stage will be replaced gradually by emphasis on reading and writing. During the year, the students will learn the *hiragana* and *katakana* alphabets along with approximately 100 kanji (i.e. Chinese character). At the end of the course, the students are expected to be able to formulate and understand basic sentences in speech and writing. 3:0:1

**Journalism Program — See page 32.**

**Latin Courses — See page 131 .**

## Latin American Studies (Lat Amer) Courses

**For Diploma Information — See page 25.**

### Latin American Studies 100 (3)

INTRODUCTION TO LATIN AMERICA

This course will consider the environmental and institutional foundations as well as the developmental processes of Latin America using an interdisciplinary approach. 3:1:0

### Latin American Studies 101 (3)

INTRODUCTION TO LATIN AMERICA

This course will consider the developmental processes and cultural dynamics of contemporary Latin America from an interdisciplinary perspective. 3:1:0

### Latin American Studies 106 (0)

LECTURE SERIES

This is a non-credit, non-fee course. It is a one-semester series of lectures on Latin American Studies. A minimum of four lectures and a maximum of 12 will be offered during the semester.

### Latin American Studies 221 (6)

LATIN AMERICAN FIELD SCHOOL

A twelve-week interdisciplinary field school which will be conducted in Latin America. Students will be introduced to Latin America in general and to a particular area more specifically. Classes will be held at the college; additional lectures and individual research will be conducted in the field.

Prerequisite: First semester college level Spanish language or equivalent, (second semester, highly recommended).

Offered from time to time at the discretion of the department.

#### LATIN AMERICAN FIELD SCHOOL 1986

A twelve week interdisciplinary field school which will be conducted in Mexico in the summer of 1986. Course offerings for this field school will be Sociology 195 (Introduction to Mexican Society), and Spanish 215. Classes will be held at Langara Campus during May 1986, followed by 7 weeks of travel and study in Mexico.

Prerequisites: Sociology 195 (none)

Spanish 215 (Spanish 115 or equivalent)

**Library Technician Program — See page 93.**



## **Mathematics, Statistics and Computer Science Courses**

### **DIAGNOSTIC TESTS**

If you wish to register for the first time in Mathematics 152, 153 or 171, you must normally write the Mathematics Diagnostic Test. The Mathematics Diagnostic Test may not be written more than once per term.

You do not have to write this test if you have:

- an A grade in Algebra 12 (or equivalent) and want Mathematics 171
- a B grade in Algebra 12 (or equivalent) and want Mathematics 153
- a C grade in Algebra 12 (or equivalent) and want Mathematics 152

If you wish to register in Computer Science 135, you must have completed Mathematics 153, 162 or 171 with a C grade, otherwise you must obtain an adequate score on the Computer Science Diagnostic Test and you must register in Mathematics 153, 162 or 171.

### **REPEATING A COURSE**

For Mathematics and Statistics courses, if you have registered twice or more in a course, earning grades of F, N or W, you may not register again until the end of course change. If you already have a C grade in a course you wish to take again, you must obtain permission from the department.

### **MATHEMATICS COURSES**

#### **Mathematics 118 (3)**

##### **MATHEMATICS OF FINANCE**

An introduction to the mathematics of finance and investment including simple interest and discount, compound interest, simple and general annuities, amortization and sinking funds, depreciation and valuation of investments. **4:0:0**

#### **Mathematics 119 (3)**

##### **MATHEMATICS OF BUSINESS AFFAIRS**

Basic mathematics of everyday business affairs including simple and compound interest, promissory notes, instalment buying, trade discounts, loans, mortgages, insurance, investments, and elementary statistics. **4:0:0**

#### **Mathematics 120 (3)**

##### **MATHEMATICS FOR PHOTOGRAPHY TECHNICIAN STUDENTS**

Review of basics. Triangle trigonometry. Percent and its applications. Simple and compound interest. Annuities and investments. Descriptive statistics. **4:0:0**

#### **Mathematics 121 (3)**

##### **MATHEMATICS AND STATISTICS FOR REALTY APPRAISAL**

A course designed to provide students in the Realty Appraisal course with a review of basic mathematics, an introduction to business mathematics, annuities, graphs and graphical analysis, and descriptive statistics. Course restricted to students in the Realty Appraisal program. **4:0:0**

#### **Mathematics 131 (3)**

##### **COMPUTERS IN SOCIETY I**

The impact of computer technology on society. The history, issues, and current uses of computers. The effect computers have on our lives: in business, finance, industry, science, law enforcement and the arts. To provide information on the concepts and applications of computer including algorithms, languages, and problem-solving and several current applications.

Prerequisite: none.

**4:0:0**

#### **Mathematics 150 (3)**

##### **BASIC AND INTERMEDIATE ALGEBRA**

A course in the fundamentals of algebra necessary for further study in all areas of mathematics. Topics include real number concepts, algebraic operations, linear equations and inequalities, exponents and radicals.

**4:0:0**

#### **Mathematics 152 (3)**

##### **PRECALCULUS MATHEMATICS**

A course in the algebra, analytic geometry and trigonometry necessary for the study of calculus. Topics include equations and inequalities in first and second degree, functions and graphs (linear, quadratic, polynomial, log and exponential) and trigonometric functions.

Prerequisite: Algebra 12 with a C standing or permission of the department based on score on diagnostic test. **4:0:0**

#### **Mathematics 153 (3)**

##### **INTRODUCTORY CALCULUS**

A course in the fundamentals of differential and integral calculus with their applications, but reviewing many of the basic algebraic and geometric concepts of precalculus mathematics. Topics include curve sketching (symmetry, intercepts, polarity asymptotes), limits, derivatives, optimization, related rates, differentials, antiderivatives (simple cases) and the exponential function.

Prerequisite: B in Algebra 12, or permission of department, based on score on diagnostic test. **4:0:0**

#### **Mathematics 162 (3)**

##### **FINITE MATHEMATICS I**

A presentation of mathematical models in a social, business or biological context and a consideration of specific applied problems in these areas. Covers basic symbolic logic, set theory, counting methods, probability and statistics.

Prerequisite: Algebra 11 or Mathematics 150 with a B standing, or Algebra 12 with a C standing. **4:0:0**

#### **Mathematics 171 (3)**

##### **CALCULUS I**

This course deals primarily with differentiation. The major topics include:



limits (intuitive approach), development and definition of derivatives, differentiation techniques (algebraic, trigonometric, inverse trigonometric, exponential, and logarithmic function), curve sketching (including parametric equations and polar coordinates), applications of derivatives (optimization, related rates, linear motion, differential approximations), antiderivatives, growth and decay.

Prerequisite: Algebra 12 with an A standing, or permission of department, based on score on diagnostic test. **4:0:0**

### Mathematics 210 (3)

#### BUSINESS ANALYSIS BY COMPUTER

An introductory course in the solution of mathematic problems encountered in business. Course features include:

- student access to a computer via a time-sharing terminal,
  - instruction in the BASIC programming language,
  - analysis of common business calculations followed by programming and computer solution.
- 4:0:0**

### Mathematics 231 (3)

#### CONCEPTS OF COMPUTER MATHEMATICS

The course background will consist of an introduction to Study of numeration systems, Set Theory, Logic, Boolean Algebra, Switching Networks, Linear, non-Linear, and Logarithmic function, Systems of Linear operations, Matrix Algebra, applications into Linear Programming. FORTRAN will be taught to provide necessary practical applications.

Prerequisite: Mathematics 153, 162 or 171 (may be taken concurrently with any of these) or registration in a career program. **4:0:0**

### Mathematics 250 (3)

#### GEOMETRY

Topics will include: areas, similar figures, the circle, the ellipse, and the parabola. This course is not intended for students who have had geometry in high school.

Prerequisites: Mathematics 11 or Mathematics 150 (may be taken concurrently). **4:0:0**

### Mathematics 253 (3)

#### INTRODUCTION TO CALCULUS (CONTINUED)

Study of the concepts introduced in Mathematics 153 as they pertain to logarithmic and trigonometric functions; parametric equations and polar coordinates.

Prerequisite: C standing in Mathematics 153. **4:0:0**

### Mathematics 262 (3)

#### FINITE MATHEMATICS II

A sequel to Mathematics 162, covering matrix methods, applications to linear programming, Markov chains, game theory.

Prerequisite: Mathematics 162. **4:0:0**

### Mathematics 271 (3)

#### CALCULUS II

This course deals primarily with integration and series. The major topics include: the concept of integration, techniques of integration, applications of integration, the calculus of space curves as defined by vectors or parametric equations, and infinite series.

Prerequisite: Mathematics 253 or Mathematics 171. **4:0:0**

### Mathematics 274 (3)

#### CALCULUS II WITH ECONOMIC AND BUSINESS APPLICATIONS

The definite integral, techniques of integration. Introduction to linear optimization and matrix algebra. Partial derivatives, maxima and minima with constraints.

Prerequisite: Mathematics 171 or 253 with C standing or better. **4:0:0**

### Mathematics 310 (3)

#### QUANTITATIVE METHODS IN BUSINESS

Applications of basic mathematics and linear algebra to business administration. Includes linear programming, sensitivity analysis, transportation problems, discounted cash flows. Required of all students in the first year Commerce program.

Prerequisite: Mathematics 262, 253 or 171. (May be taken concurrently with permission of the department.) **4:0:0**

### Mathematics 311 (3)

#### BUSINESS APPLICATIONS OF CALCULUS

Introduction to differential and integral calculus and their applications in business. Required of all students in the first year Commerce program who have not yet completed a first year calculus course.

Prerequisite: Mathematics 262, 171, or 253. (May be taken concurrently with permission of the Department.) **4:0:0**

### Mathematics 361 (3)

#### ALGEBRA I

Integers, integral domains, fields, vector spaces, polynomial domains, matrices, Euclidean spaces.

Prerequisite: Mathematics 271. **4:0:0**

### Mathematics 371 (3)

#### CALCULUS III

Theory and applications related to the following topics: vector-valued functions, partial differentiation, extremal problems, double integrals, triple integrals, and additional topics concerning functions of several variables.

Prerequisite: Mathematics 271. **4:0:0**



## Mathematics 373 (3)

### REAL ANALYSIS

An introduction to the theoretical foundations of calculus. Topics include: real numbers, basic topology of the real line, sequences and series, the derivative and the Riemann integral.

Prerequisite: Mathematics 271 (may be taken concurrently). **4:0:0**

## Mathematics 461 (3)

### LINEAR ALGEBRA

A review of vector space structure and general solution of linear systems, linear combinations, linear transformations, determinants, eigenvalues and eigenvectors, quadratic forms, inner product spaces.

Prerequisite: Mathematics 271 or permission of department. **4:0:0**

## Mathematics 462 (3)

### LINEAR ALGEBRA WITH APPLICATION

The least squares method; diagonalizable matrix, powers and exponentials, stochastic matrices and Markov chains, orthogonal matrices, symmetric matrices and quadratic forms, the spectral theorem, maxima and minima of functions of several variables, complex matrices. Application to statistics, economics, physics, engineering, etc.

Prerequisites: Mathematics 461; Mathematics 371 (which may be taken concurrently). **4:0:0**

## Mathematics 471 (3)

### CALCULUS IV

Topics include: curves and surfaces, vector fields, line and surface integrals, Divergence Theorem, Theorems of Green and Stokes, application of the aforementioned topics, and additional topics concerning functions of several variables.

Prerequisite: Mathematics 371. **4:0:0**

## Mathematics 475 (3)

### DIFFERENTIAL EQUATIONS

First order equations; special techniques and applications; second order equations, constant coefficients; homogeneous and non-homogeneous cases and application; first order systems; basics of linear algebra (matrix algebra, Gauss-Jordan reduction, determinants); power series solutions, Laplace Transforms, Fourier series plus topics selected from linear operators, dependence and independence of solutions.

Prerequisite: Mathematics 371. (If you have not completed Mathematics 461, you should take it concurrently.) **4:0:0**

## STATISTICS COURSES

### Statistics 123 (3)

#### BASIC PROBABILITY AND STATISTICS FOR BUSINESS

Includes: collection, classification, analysis, and presentation of numeri-

cal data; measures of location and variability; probability; random samples and sampling distributions; estimation of parameters; testing hypotheses; regression; index numbers; time-series; decision theory. **3:0:1**

### Statistics 124 (3)

#### STATISTICAL METHODS I

A first course in statistics, developed through the concept of randomness, for students in social sciences, nursing, social work, business, etc. Data used will be generated by students. Topics will include: experimental design, levels of measurement, descriptive statistics, regression, sampling distributions, normal distribution, estimation, hypothesis testing. THIS COURSE MAY BE FOLLOWED BY STATISTICS 224.

Prerequisite: Mathematics 11 or Mathematics 150. **3:0:1**

### Statistics 181 (3)

#### DESCRIPTIVE AND ELEMENTARY INFERENTIAL STATISTICS

A first course in probability and statistics including: introduction to probability, descriptive statistics, sampling distributions, estimation, hypothesis testing. THIS COURSE MAY BE FOLLOWED BY STATISTICS 225 OR STATISTICS 281.

Prerequisite: Mathematics 171, 253 or equivalent (may be taken concurrently with permission of department). **4:0:0**

### Statistics 224 (3)

#### STATISTICAL METHODS II

A continuation of Statistics 124. Methods will be emphasized. Topics will include, elementary probability, review of estimation and hypothesis testing, Chi-square test, analysis of variance, linear regression and correlation, multiple regression, non-parametric tests. Design and data analysis, with use of computer packages.

Prerequisite: Statistics 124 or 181. **2:0:2**

### Statistics 225 (3)

#### STATISTICAL METHODS IIa

A continuation of Statistics 181 for students who want a deeper treatment of the techniques and theory of data analysis. A brief review of probability and elementary inference will be followed by: two-sample inferences, regression and correlation, multiple regression, design considerations, analysis of variance, and non-parametric tests. Students will have access to a variety of computer packages.

Prerequisite: Statistics 181. **4:0:0**

### Statistics 281 (3)

#### PROBABILITY AND ELEMENTARY MATHEMATICAL STATISTICS

Probability, conditional probability, random variables, moments and moment generating functions, discrete distributions including the binomial, hypergeometric and Poisson distributions, continuous distributions including the exponential, uniform, Chi-square and normal distributions,



central limit theorem, applications to statistics including sampling, estimation, and hypotheses testing.

Prerequisite: Mathematics 271 or equivalent. (If you have not yet completed Statistics 124 or 181, you should take 181 concurrently.) **3:0:1**

### COMPUTER SYSTEMS TECHNOLOGIST PROGRAM

The two year (six term) Computer Systems Technologist Program trains students in both computer hardware and computer software concepts, primarily on micro computers. The emphasis is on programming, software evaluation, hardware concepts, and interfacing and troubleshooting techniques. The Program, offered jointly with the V.V.I. Campus, leads to an Arts and Science (Computer Systems Technologist) Diploma.

Capital equipment and initial operating funds for this program were provided by the government of Canada.

### Admission Requirements

'B' standing in Algebra 12 and Physics 11 (or equivalents and preferably Physics 12) together with acceptable standings on the English, Mathematics and Computer Science Diagnostic Tests.

In addition, two letters of recommendation must be submitted. As well, you must submit your most recent transcript of grades, plus a paragraph explaining why you want to take the program.

#### FIRST TERM

Computer Science 135  
Computer Science 191  
Mathematics 171  
Statistics 181

#### THIRD TERM

Accounting 115  
Computer Science 335  
Computer Science 365  
Computer Science 391

#### FIFTH TERM

Communication 219  
Computer Science 560  
Computer Science 565  
Computer Science 570  
Computer Science 591

#### SECOND TERM

Computer Science 235  
Computer Science 291  
Mathematics 271  
Statistics 224

#### FOURTH TERM

Communication 119  
Computer Science 460  
Computer Science 465  
Computer Science 470  
Computer Science 491

#### SIXTH TERM

Computer Science 665  
Computer Science 670  
Computer Science 691

### COMPUTER SCIENCE COURSES

#### Computer Science 135 (3)

##### PRINCIPLES OF COMPUTER PROGRAMMING I

An introduction to problem-solving using digital computers. The objectives are: to learn a disciplined approach to problem-solving in a wide variety of domains (both numeric and non-numeric); to become familiar with basic techniques for representing and manipulating problem data; to

become familiar "high-level" computer programming language (Pascal); to become familiar with appreciation of the relationships between hardware, programs, and problem-solutions.

Prerequisite: Mathematics 153, 162, or 171 (any of which may be taken concurrently with permission of the Computer Science Coordinator. See Computer Science Diagnostic Test.) **3:1:0**

#### \*Computer Science 191 (6)

##### ELECTRONIC CONCEPTS

This course is an introduction to electronic concepts for the Computer Systems Technologist students. Topics include: electrical fundamentals, power supplies, amplifiers, oscillators, comparators, integrators, differentiators and measurement techniques. **4:0:4**

#### Computer Science 235 (3)

##### PRINCIPLES OF COMPUTER PROGRAMMING II

The continuation of Computer Science 135 (Pascal and Fortran).

Prerequisite: Computer Science 135. **3:1:0**

#### \*Computer Science 240 (3)

##### COMPUTER PROGRAMMING CONCEPTS

This course is an accelerated version of Computer Science 135/235. It is assumed that the student is already familiar with computers and a high-level programming language.

Prerequisites: Significant programming experience (evaluated by a placement test); Mathematics 153, 162 or 171 (any of which may be taken concurrently with permission of the department based on the results of the Computer Science Diagnostic test). **3:0:1**

#### \*Computer Science 291 (6)

##### DIGITAL ELECTRONICS

This course is an introduction to digital electronics for the Computer Systems Technologist students. Topics include: logic fundamentals, combinational logic, sequential logic, binary arithmetic, business concepts, memory devices, state machine concepts, microprogramming techniques and optoelectronics.

Prerequisite: Computer Science 191. **4:0:6**

#### Computer Science 335 (3)

##### DATA STRUCTURES

Representation and manipulation of data structures, including strings, arrays, linked lists, stacks, queues, and trees. Use of a high level language (Pascal) to show the application of data structures.

Prerequisite: Computer Science 235. **4:0:0**

#### \*Computer Science 336 (3)

##### DISCRETE MATHEMATICS FOR COMPUTER SCIENCE

Includes: Sets and propositions, relations and functions, permutations,



combinations and counting, induction proofs, graphs, trees, networks, Boolean algebra, mathematical models.

Prerequisites: Mathematics 153/253, 162/262 or 171/271 and Computer Science 135/235 (Computer Science 235 may be taken concurrently).

4:0:0

### \*Computer Science 365 (3)

#### OPERATING SYSTEMS FOR MICRO-COMPUTERS

This course introduces the student to the basic concepts, principles, and functions of operating systems, including MSDOS and p-System. Topics include resource management, device management, file management, and user interface.

Prerequisites: Computer Science 235, Computer Science 335 (concurrent), 3rd term of CST program.

4:0:2

### \*Computer Science 391 (6)

#### COMPUTER HARDWARE FUNDAMENTALS

This course gives the student experience constructing, analyzing, troubleshooting, and making laboratory measurements on a variety of elementary combinational and sequential logic circuits. Topics include central processors, assembler language, parallel interfaces, serial interfaces, interrupt programming, various machine architectures.

Prerequisites: Computer Science 235, Computer Science 291, third term of Computer Systems Technologist program.

6:0:4

### Computer Science 436 (3)

#### COMPUTER ORGANIZATION AND PROGRAMMING

Computer architecture, detailed study of Assembler Language (including addressing techniques, macros, subroutines, I/O operations), assemblers versus compilers, number systems, physical representation of data, libraries, basic operating system concepts.

Prerequisite: Computer Science 235 or equivalent.

4:0:0

### \*Computer Science 460 (3)

#### COMPUTER LANGUAGES

This course gives students experience with various computer languages. The languages include Basic, C, Logo, NPL, Forth, Cobol, Focus.

Prerequisites: Computer Science 335, Computer Science 365, registration in Computer Systems Technologist program.

4:0:2

### \*Computer Science 465 (3)

#### SOFTWARE EVALUATION I

This course introduces the student to typical micro-computer application packages, including spreadsheets, word processing, graphics, and accounting. In each area, two or more packages will be compared and evaluated.

Prerequisites: Computer Science 335, Computer Science 365, Accounting 115, Statistics 181, registration in Computer Systems Technologist program.

4:0:2

### \*Computer Science 470 (3)

#### SYSTEMS ANALYSIS AND DESIGN

This course covers methodology to analyse operational systems and to design software systems that meet user specifications. Topics include system design stages, systems modelling, feasibility studies, prototypes, cost-benefit analysis, user interface design, and design support.

Prerequisites: Computer Science 335, Computer Science 365, registration in Computer Systems Technologist program.

4:0:2

### \*Computer Science 491 (3)

#### ADVANCED INTERFACING TECHNIQUES

The topics in this course include advanced assembler programming, hardware timer and counters, D/A and A/D techniques, control systems, and performance optimisation and measurement.

Prerequisites: Computer Science 391, Math 271, registration in Computer Systems Technologist program.

3:0:4

### \*Computer Science 560 (3)

#### SOFTWARE EVALUATION II

The continuation of Computer Science 465 (Software Evaluation I).

Prerequisites: Computer Science 465, Computer Science 470, Computer Science 591 (concurrent), registration in Computer Systems Technologist program.

4:0:2

### \*Computer Science 565 (3)

#### DATA BASE AND QUERY LANGUAGES

This course introduces the student to data base concepts and gives the student experience using common micro-computer data base and query language systems.

Prerequisites: Computer Science 335, Computer Science 465, registration in Computer Systems Technologist program.

4:0:2

### \*Computer Science 570 (3)

#### SOFTWARE DEVELOPMENT AND IMPLEMENTATION

This course gives the student actual experience in implementing a moderately sized software solution to the needs of actual users. Topics covered include system life cycle, team programming, system development support tools, implementation strategies, systems testing, maintenance, and security of software.

Prerequisites: Computer Science 470, Computer Science 560 (concurrent), registration in Computer Systems Technologist program.

4:0:2

### \*Computer Science 591 (3)

#### DATA COMMUNICATIONS

This course covers topics in data communications including writing I/O modules, error detection and correction, synchronous and asynchronous communication, local area networks, public data networks, and interface protocols.

Prerequisite: Computer Science 491.

4:0:2



### \*Computer Science 665 (3)

#### ADVANCED MICRO-COMPUTER SYSTEMS AND CURRENT TRENDS

This course surveys the latest developments in microcomputers during the last year. Content changes as the technology changes from year to year.

Prerequisite: Registration in the 6th term of Computer Systems Technologist program. 4:0:2

### \*Computer Science 670 (6)

#### HARDWARE/SOFTWARE PROJECT

This course consists of on-campus projects or on-the-job assignments in local companies. Students gain exposure to real-life project development situations.

Prerequisite: Registration in the 6th term of Computer Systems Technologist program. 0:0:12

### \*Computer Science 691 (3)

#### PERIPHERAL DEVICES

The topics covered in this course include system bus structures, direct memory access controllers, memory management techniques, mass storage devices and interfaces, video display terminals, printers, digitizers, and plotters.

Prerequisite: Computer Science 491, registration in Computer Systems Technologist program. 4:0:2

### **Modern Language Courses**

#### Modern Language 195 (3) and Modern Language 295 (3)

These numbers are reserved for Modern Language courses that may be offered from time to time.

Announcements regarding Modern Language 195/295 offerings and prerequisites will be in the term schedule.

### **Pacific Rim (Pac Rim) Courses**

For Program Information — See page 58.

Pacific Rim courses are open to all students.

#### Pacific Rim 130 (3)

##### THE DYNAMICS OF CONTEMPORARY ASIA I

A multidisciplinary introduction to the present situation in Asia, especially from the Canadian point of view, with particular reference to Japan, the Republic of Korea, the People's Republic of China, India and South-East Asia. 3:1:0

#### Pacific Rim 230 (3)

##### THE DYNAMICS OF CONTEMPORARY ASIA II

A continuation of Pacific Rim 130. 3:1:0

### **Philosophy (Phil) Courses**

Philosophy is the discipline which develops the ability to think clearly, rationally, and courageously about those fundamental questions which lie at the roots of all other disciplines; questions involving the nature of thought, mind, time, infinity, freedom, moral obligation, happiness, truth and falsity; questions asked by those who seek to understand themselves, their society and their world. We welcome students who ask questions of this order. Philosophy 100, 101 and 102 may be taken in any sequence or concurrently.

#### Philosophy 100 (3)

##### INTRODUCTION TO PHILOSOPHY: (ETHICS, SOCIAL AND POLITICAL PHILOSOPHY)

An introduction to a variety of the classic responses to the questions 'How should I conduct my life?' Some of the major themes discussed are happiness, moral goodness, rights, obligation, freedom. No prerequisite required. 3:1:0

#### Philosophy 101 (3)

##### INTRODUCTION TO PHILOSOPHY: (EPISTEMOLOGY AND METAPHYSICS)

The primary questions dealt with are 'What is the source and the limit to human knowledge?' and 'What is the nature of reality?' Some of the major themes discussed are knowing and believing, mind and brain, truth, existence. No prerequisite required. 3:1:0

#### Philosophy 102 (3)

##### INTRODUCTION TO LOGIC AND CRITICAL THINKING

This is an introduction to informal and elementary formal logic. Valid and invalid reasoning. Common fallacies, logical connectives "and", "or", "if" ... then". Truth tables. Propositional calculus and predicate calculus. No prerequisite required. 3:1:0

#### Philosophy 103 (3)

##### INTRODUCTION TO PHILOSOPHY OF SCIENCE

What is science? Hypotheses, theories, and laws; induction and deduction. Testing hypotheses. Explanation in physical and social sciences: deductive, statistical, functional, empathetic, probability. 3:1:0

#### Philosophy 195 (3) and Philosophy 295 (3)

These numbers are reserved for Philosophy courses that may be offered from time to time by:

- College Philosophy Faculty who may wish to present a course in their specialty which may be of limited interest; or
- Visiting Philosophy Lecturers.

Announcement regarding Philosophy 195 and 295 offerings will be made in term schedules.

Prerequisites will be announced by special bulletin.



### Philosophy 201 (3)

#### THEORIES OF KNOWLEDGE

This course will treat in greater depth and detail the issues in epistemology raised in Philosophy 101. Some of these are: the relationship between language and truth, comparative theories of meaning, and problems in mind-brain identity theory.

Prerequisite: Philosophy 100 or Philosophy 101.

3:1:0

### Philosophy 202 (3)

#### ETHICS

A consideration of such questions such as: When can we hold an individual morally responsible for his actions? What is freedom? What are my obligations to my community? From the courses of action open to me, what ought I to do? What is the nature of the good? The course will consider the views of philosophers such as Plato, Aristotle, Hume, Kant, Mill and Sartre.

Prerequisite: Philosophy 100 or Philosophy 101.

3:1:0

### Philosophy 203 (3)

#### METAPHYSICS

This course deals with some metaphysical concepts such as: meaning, forms (Platonic), substance (as in Aristotle's *Metaphysics*), mind, existence and God. This course will focus on two or three of these concepts.

Prerequisite: Philosophy 201.

3:1:0

### Philosophy 225 (3)

#### EXISTENTIALISM

We will concern ourselves with the work of the main existentialist philosophers: Kierkegaard, Nietzsche, Jaspers, Heidegger, Sartre, de Beauvoir, and Camus. In addition we will discuss the phenomenology of Husserl, which strongly influenced both Heidegger and Sartre. We will be giving special attention to questions having to do with freedom, choice and responsibility.

Prerequisite: Philosophy 100 or Philosophy or consent of the instructor.

3:1:0

### Philosophy 226 (3)

#### SOCIAL AND POLITICAL PHILOSOPHY

This course investigates the meaning of such concepts as freedom, justice, equality, power, authority and alienation, which lie at the roots of major contemporary ideologies such as liberalism, fascism, communism, socialism and anarchism.

Prerequisite: Philosophy 100 or Philosophy 101 or consent of the instructor.

3:1:0

### Philosophy 227 (3)

#### PHILOSOPHY OF EDUCATION

In this course students are encouraged to consider the relationship

between theories of epistemology, ethics and politics, and various views of the appropriate ways of treating children in order to assist them in becoming good citizens and fully developed individuals. The course will also compare the views of various philosophers on the subject of education.

Prerequisite: Philosophy 100 or Philosophy 101 or consent of the instructor.

3:1:0

### Physical Education Courses — See page 113.

### Physics (Phys) Courses

NOT ALL COURSES ARE OFFERED EVERY TERM.

### Physics 115 (3)

#### MECHANICS

An introduction to elementary mechanics. The course examines kinematics, dynamics, statics, energy, heat, and sound in the classroom and laboratory.

Prerequisites: Physics 11 with C grade minimum; Mathematics 152.

4:0:2

### Physics 116 (3)

#### INTRODUCTORY PHYSICS

A general course in physics for students who have had no previous physics background. The course covers mechanics, heat, sound, optics and electricity at the introductory level in the classroom and in the laboratory.

Prerequisite: Mathematics 11 with C grade minimum.

3:1:2

### Physics 130 (3)

#### PHOTOGRAPHIC OPTICS

This is a basic course in geometric optics with applications to photography. It studies the effect of mirrors, prisms, and lenses on the behaviour of light.

4:0:0

### Physics 215 (3)

#### ELECTRICITY AND LIGHT

An introduction to light and electrical phenomena. The course examines the behaviour of light and of electric charges in classroom and laboratory.

Prerequisite: A grade of "C" or higher in Physics 115.

4:0:2

### Physics 216 (3)

#### PHOTOGRAPHIC ELECTRICITY

Topics in electricity, magnetism and light that are of interest to photography are covered. For those in Photography Technician Program only.

4:0:0



### Physics 323 (3)

#### MECHANICS AND SPECIAL RELATIVITY I

Classical particle physics, Newton's laws of motion, conservation law, energy, momentum, angular momentum, potential energy, gravitation, planetary motion, non-inertial frames, motion in rotating frames. (Fall Term).

Prerequisites: Physics 215, Mathematics 371 (which may be taken concurrently.) **3:1:0**

### Physics 325 (3)

#### THERMODYNAMICS AND HEAT

Temperature, thermodynamic co-ordinates, equations of state, 1st Law, ideal gas, kinetic theory, 2nd Law, entropy, thermodynamic probability, partition function, enthalpy. Helmholtz's free energy, Gibbs free energy, specific heats, phase transitions, Brillouin function. (Fall Term).

Prerequisites: Physics 215, Mathematics 371 (which may be taken concurrently) **3:1:0**

### Physics 327 (1)

#### EXPERIMENTAL PHYSICS I

An examination of mechanical and thermal processes with the aid of linear air tracks, cathode ray tubes, and optical pyrometer. (Fall Term). This course is primarily for students taking Physics 323 and/or Physics 325 who wish a complete program. **0:0:3**

### Physics 423 (3)

#### MECHANICS AND SPECIAL RELATIVITY II

Ultimate speed, formulae for relativistic energy and momentum, difficulties with aether hypothesis, Lorentz transform, Fitzgerald contraction, time dilation, composition of velocities, Doppler effect, twin paradox, proper time, four-vectors, energy, momentum four-vector, spacetime, modifications to dynamics.

Prerequisites: Physics 215 or 216; Mathematics 471 and/or Mathematics 475 (which may be taken concurrently). **3:1:0**

### Physics 425 (3)

#### ELECTRICITY AND A-C CIRCUIT THEORY

Charge, current, current density, resistivity, E, B, flux, electromagnetic induction, inductive reactance, capacitive reactance, complex form of Ohm's law, impedance, admittance, networks, filters, transmission lines.

Prerequisites: Physics 215 or 216; Mathematics 471 and/or Mathematics 475 (which may be taken concurrently). **3:1:0**

### Physics 427 (1)

#### EXPERIMENTAL PHYSICS II

An examination in the laboratory of electric fields and alternating current circuits. (Spring Term). This course is primarily for students taking Physics 423 and/or 425 who wish a complete program. **0:0:3**

## Political Science (Pol Sc) Courses

### Political Science 117 (3)

#### SOCIAL LEGISLATION IN CANADA

A study of federal, provincial, and municipal legislation and its application in the broad field of social welfare. **3:1:0**

### Political Science 119 (3)

#### CANADIAN POLITICS AND GOVERNMENT

This introductory study deals with the origins and structure of Canadian Government and an analysis of the social and political forces which shape our current political system. **3:1:0**

### Political Science 129 (3)

#### INTRODUCTION TO URBAN POLITICS

An introduction to the politics and government of local political administrations in Canada, with concentration on the specific case of British Columbia. In addition to looking at the relationship of cities with provincial administrations we will also examine elections, parties, bureaucracies, regional government and the functions of local administrations. **3:1:0**

### Political Science 130 (3)

#### INTRODUCTION TO POLITICAL ANALYSIS

An introduction to the scope and some of the methods (questionnaire preparation, survey research, data analysis) of political science. This course is useful to students intending to go on in Political Science, but it is also suitable for those who do not intend to take further courses in this subject. **3:1:0**

### Political Science 140 (3)

#### INTRODUCTION TO INTERNATIONAL RELATIONS

An introduction to the politics of world society, its historical development, the major forms of analysis of global political structure and political process, contemporary problems of world society. **3:1:0**

### Political Science 150 (3)

#### POLITICS OF THE DEVELOPED NATIONS

A comparative analysis of some foreign governments, e.g. Britain, the U.S.A., the U.S.S.R., France, Japan, or West Germany. **3:1:0**

### Political Science 160 (3)

#### CONTEMPORARY IDEOLOGIES

An examination of major political ideologies of the 19th and 20th Centuries, including conservatism, liberalism, socialism, communism, and fascism. **3:1:0**

### Political Science 195 (3) and Political Science 295 (3)

These numbers are reserved for Political Science courses that may be offered from time to time by:



- a) College Political Science Faculty who may wish to present a course in their specialty which may be of limited interest; or
- b) Visiting Political Science Lecturers.

Announcements regarding Political Science 195 and 295 offering will be made in term schedules.

Prerequisites will be announced by special bulletin.

3:1:0

### Political Science 209 (3)

#### CANADIAN PUBLIC POLICY

An examination of how laws are developed and implemented in Canada. Topics will include general policy-making theory as well as the roles of the public, parliament, cabinet, and public service in policy development.

3:1:0

### Political Science 219 (3)

#### PUBLIC ADMINISTRATION IN CANADA

A study of the administration of government in Canada, including current social and political patterns in modern large-scale organizations, the organization of the Government of Canada, and local administration. This course should be of particular interest to students planning to take Commerce.

3:1:0

### Political Science 225 (3)

#### CONTEMPORARY CHINA

An introduction to Chinese politics, government, and society. It includes such topics as ideology, political culture, social experiments, and historical development.

3:1:0

### Political Science 240 (3)

#### FOREIGN POLICY

An introduction to the study of the foreign policies of the major regions of the world toward the global system, internal and external restraints on states, foreign policy formulation and implementation.

3:1:0

### Political Science 250 (3)

#### POLITICS IN THE DEVELOPING NATIONS

This course will be concerned with the political, social, and economic forces at work on the political systems of selected countries of the "Third World" (e.g. Ivory Coast, Cuba, and India.)

3:1:0

## Psychology (Psych) Courses

### Psychology 115 (3)

#### FUNDAMENTALS OF PSYCHOLOGY I

An introduction to Psychology, emphasizing the scientific method in the study of human behaviour. The course focuses on the history and methods of psychological enquiry, the phenomena of sensation and perception, and the fundamentals of conditioning and learning. Other topics,

including human development, physiology, and the properties of language, thinking and states of awareness, will be selected at the discretion of the instructor.

3:1:0

**NOTE:** In the Fall Term, Psychology 115 will also be offered by cassette correspondence. See term supplement for details.

### Psychology 117 (3)

#### APPLIED PSYCHOLOGY

A course designed primarily to introduce career program students to the psychological principles which operate personally, socially, and vocationally, with the emphasis on the individual in his work environment.

3:1:0

### Psychology 118 (3)

#### EARLY CHILD GROWTH AND DEVELOPMENT I

This course looks at human development up to middle childhood. It deals with the stages of development in chronological sequence. It also deals with concepts of development and research methods in developmental psychology. This course is oriented to the needs of students in the Early Childhood Education Program.

3:1:0

### Psychology 195 (3) and Psychology 295 (3)

These numbers are reserved for Psychology courses that may be offered from time to time by:

- a) College Psychology Faculty who may wish to present a course in their specialty which may be of limited interest; or,
- b) Visiting Psychology Lecturers.

Announcements regarding Psychology 195 and 295 offerings will be made in term schedules.

Prerequisites will be announced by special bulletin.

3:1:0

### Psychology 215 (3)

#### FUNDAMENTALS OF PSYCHOLOGY II

A continuation of Psychology 115 with more emphasis on the individual. The course will include the study of motivation, emotion and personality. Other topics, including theories of intelligence, the social basis of behaviour, the dynamics of adjustment, and the treatment of behaviour disorders will be selected at the discretion of the instructor.

3:1:0

**NOTE:** In the spring term, Psychology 215 will also be offered by cassette correspondence. See term supplement for details. It is recommended that you take Psychology 115 before Psychology 215. Under very special circumstances, the department chairman may give you permission to take Psychology 215 before Psychology 115 or to take both concurrently.

### Psychology 218 (3)

#### EARLY CHILD DEVELOPMENT II

This course looks at various aspects of early child development, such as cognitive and social-emotional development. It also deals with contemporary issues in early child development. This course is oriented to the



needs of students in the Early Childhood Education Program. No transfer credit. Offered in the spring term only.

Prerequisite: Psychology 118 or equivalent.

3:1:0

### Psychology 318 (3)

#### PSYCHOLOGY OF THE EXCEPTIONAL CHILD

This course examines the antecedents, consequences and educational challenge of the preschool child with unusual needs and capabilities. Material will include both general and specific conditions and characteristics which make a child different, or in need of special consideration. Emphasis will be placed on observing, understanding, and promoting the psychological and educational welfare of these children. This course is oriented to the requirements of the Early Childhood Education Program. Offered in the summer semester only.

Prerequisites: Psychology 118, 218, or their equivalent.

3:1:0

### Psychology 320 (3)

#### INTRODUCTION TO RESEARCH METHODS

A combined lecture-laboratory course dealing with the theory of research design of experiments, the application of statistics to laboratory exercises, and the testing of experimental hypotheses. Not offered in the summer semester.

Prerequisites: Psychology 115, 215.

4:0:0

**NOTE:** Students intending to major in Psychology at a university are advised to take Psychology 320.

### Psychology 322 (3)

#### SOCIAL PSYCHOLOGY

An examination of the effects of social influences on individual behavior. Includes the study of attitudes, social standards, conformity, leadership, prejudice, aggression, and other social factors.

Prerequisites: Psychology 115, 215 or permission of the Department.

3:1:0

### Psychology 323 (3)

#### PSYCHOLOGY OF ADJUSTMENT

A study of the ways in which individuals adjust to the demands of life. An examination of the nature and sources of stress and responses to stress.

Prerequisites: Psychology 115, 215 or permission of the Department.

3:1:0

### Psychology 324 (3)

#### DEVELOPMENTAL PSYCHOLOGY (EARLY CHILDHOOD)

A study of the determinants of behaviour and the processes of growth and maturation during prenatal, infancy, and preschool periods. A discussion of physical, cognitive, social and emotional development. Offered in the fall term only.

Prerequisites: Psychology 115 and 215 or permission of the department.

3:1:0

### Psychology 326 (3)

#### PSYCHOLOGY OF DEVIANCE

An examination of deviant behaviour in its various forms with special emphasis on the relativity of the concept deviance and the differing criteria for deviance.

Prerequisites: Psychology 115, 215.

3:1:0

### Psychology 331 (3)

#### CORE CONCEPTS IN PSYCHOLOGY I

This course will deal with the basic findings and problems of research in the following core areas of Psychology — sensation, learning, language, motivation, thinking and problem-solving, physiology. It will emphasize content but it will also provide an opportunity to engage in laboratory research.

Prerequisites: Psychology 115, 215.

2:0:2

### Psychology 341 (3)

#### CORE CONCEPTS IN PSYCHOLOGY II

This course will deal with the basic findings and problems of research in the following core areas of Psychology — perception, human memory and attention, artificial intelligence, creativity, motivation, and physiology. It will emphasize content but it will also provide an opportunity to engage in laboratory research.

Prerequisites: Psychology 115, 215.

2:0:2

**NOTE:** Students intending to major in Psychology at a University should take any two of the following: Psychology 320, Psychology 331, Psychology 341 in any sequence.

### Psychology 424 (3)

#### DEVELOPMENTAL PSYCHOLOGY (MIDDLE CHILDHOOD AND ADOLESCENCE)

This course is a continuation of Psychology 324. It is a study of the cognitive, emotional, and social development of the child during middle childhood and adolescence, and the factors influencing that development. Offered in the spring term.

Prerequisite: Psychology 324 or permission of the Department.

3:1:0

### Psychology 425 (3)

#### DEVELOPMENTAL PSYCHOLOGY (ADULTHOOD AND AGING)

This course is a study of social, emotional, and cognitive development during the years of adulthood and aging. It will also deal with the psychological issues involved in such major life crises as death and dying. Offered in the spring term.

Prerequisites: Psychology 115 and 215 (or the equivalent).

3:1:0



## **Religious Studies (Rel St) Courses**

### **Religious Studies 120 (3)**

#### **RELIGIONS OF THE EAST**

An introduction to the study of religions, with emphasis on the origins, ideas, practices, and evolution of Hinduism, Buddhism (including Zen), Taoism, and Confucianism. **3:1:0**

### **Religious Studies 220 (3)**

#### **RELIGIONS OF THE WEST**

A study of the underlying historical and social factors in the growth of three major religions of the west: Judaism, Christianity, and Islam, a look at the varieties of religious experience and the place of religion in the changing culture of modern society. **3:1:0**

### **Religious Studies 230 (3)**

#### **THE EVOLUTION OF EARLY CHRISTIAN THOUGHT AND SPIRITUALITY**

An enquiry into the cultural roots of western Christian civilization focusing on its Jewish, Greek, Roman, and Persian antecedents and its evolution during the first four centuries of our era. Attention is given to present day issues such as biblical criticism as well as Third World political and economic factors challenging traditional beliefs. Special focus is given to Jesus the Jew and to the problem of anti-Semitism in the early church. **3:1:0**

## **Science Courses**

### **Science 118 (3)**

#### **SCIENCE IN THE NEWS**

A non-laboratory course designed for students who are not planning to specialize in science but who desire some understanding of what science is about. The content is centred upon current issues in the biological and physical sciences. Special effort is made to select topics of concern to the class. Special emphasis is placed on science writing and reporting. **3:1:0**

### **Science 160 (3)**

#### **TECHNICAL SCIENCE**

This course discusses the basic physics, chemistry and microbiology of foods and food products. The course deals with the problems involved in food sanitation for the producer and the consumer, and it studies in detail the microbial contamination of food by the environment and by the handler and the possible side effects on the consumer. **3:1:0**

### **Science 195 (3)**

This number is reserved for Science courses that may be offered from time to time by:

- a) College Science Faculty who may wish to present a course in their speciality which may be of limited interest; or
- b) Visiting Science Lecturers.

Announcements regarding Science 195 offerings will be made in the term schedule.

Prerequisites will be announced by special bulletin.

### **Science 295 (3)**

A continuation of Science 195 for those special courses that may be too long to be accommodated within a single semester. Announcements regarding Science 295 offerings will be made in the term schedule.

Prerequisites will be announced by special bulletin.

## **Sociology (Sociol) Courses**

Sociology 120, 121, and 122 may be taken in any order or concurrently.

**NOTE:** In general, active student involvement in each course is expected. However, there are variations in each instructor's approach, so you should obtain the particular details from each instructor before or during registration.

### **Sociology 120 (3)**

#### **INTRODUCTION TO SOCIOLOGY**

A basic course designed as an introduction to sociological study. Analyses of selected topics concerned with understanding society. **3:1:0**

### **Sociology 121 (3)**

#### **INTRODUCTION TO SOCIOLOGY**

A basic course designed as an introduction to all sociological study. Analyses of selected topics concerning the institutions and processes of Canadian Society. **3:1:0**

### **Sociology 122 (3)**

#### **SOCIOLOGY THROUGH LITERATURE**

An analysis of modern sociology through selected illustrative materials from various literatures. Not offered every term. **3:1:0**

### **Sociology 195 (3)**

This number is reserved for Sociology courses that may be offered from time to time by:

- a) College Sociology Faculty who may wish to present a course in their speciality which may be of limited interest; or
- b) Visiting Sociology Lecturers.

Announcements regarding Sociology 195 offerings will be made in the term schedules.

Prerequisites will be announced by special bulletin.

### **Sociology 200 (3)**

#### **AN INTRODUCTION TO MODERN SOCIOLOGICAL THOUGHT**

An introduction to sociological theory, focusing on the key and persistent issues of the discipline. The course will consider such problems as social order versus social change, objectivity versus subjectivity, individualism versus holism, values versus facts, and other issues and will examine the



major thinkers and schools of thought in sociology in the light of what they said on these issues. This course will also be concerned with the role of theory, facts, explanations, verstehen, and models in sociological inquiry.

Prerequisites: Any two of the following courses: Anthropology 120, Sociology 120, 121, or 122; or consent of the Department. **3:1:0**

### **Sociology 205 (3)**

#### **SOCIOLOGY OF DEVIANCE**

An examination of sociological theories of deviance, focusing on contemporary issues such as crime, juvenile delinquency, drug addiction, alcoholism, prostitution, and mental illness. The institutional and informal systems of social control will be examined. May not be offered every term.

Prerequisites: Any two of the following courses: Anthropology 120, Sociology 120, 121; or consent of the Department. **3:1:0**

### **Sociology 222 (3)**

#### **SOCIAL CHANGE**

An investigation of the sociological problems, theories, and ideas concerned with understanding and explaining social change. Various factors influencing social change will be examined. May not be offered every semester.

Prerequisites: Any two of the following courses: Anthropology 120, Sociology 120, 121; or consent of the Department. **3:1:0**

### **Sociology 223 (3)**

#### **INDUSTRIALIZATION**

The process of industrialization, the work force, the scale of society, consensus in society, and world-wide industrialization. May not be offered during the summer term.

Prerequisites: Any two of the following courses: Anthropology 120, Sociology 120, 121; or consent of the Department. **3:1:0**

### **Sociology 250 (3)**

#### **THE SOCIOLOGY OF THE FAMILY**

A sociological analysis of the family including sex roles, children's rights, adoption and identity, marriage, divorce, socialization, and change in both historical communities and modern industrial societies.

Prerequisites: Any two of the following courses: Anthropology 120, Sociology 120, 121; or consent of the Department. **3:1:0**

## **Spanish (Span) Courses**

### **Spanish 115 (3) and Spanish 215 (3)**

#### **BEGINNERS' SPANISH**

Beginners' courses in oral and written language; a prerequisite to the

concentrated study of Spanish. Introductory courses for students who have no previous knowledge of Spanish.

Prerequisite for Spanish 115: none.

Prerequisite for Spanish 215: Spanish 115.

**3:0:1**

### **Spanish 119 (3) and Spanish 219 (3)**

#### **INTERMEDIATE SPANISH**

Oral and written practice including grammar review and composition; the reading of selected contemporary authors in the Spanish language.

Prerequisite for Spanish 119: Spanish 215, or equivalent, or permission of the Department.

Prerequisite for Spanish 219: Spanish 119.

**3:0:1**

### **Spanish 301 (3) and Spanish 401 (3)**

#### **CONVERSATION, COMPOSITION, AND READING**

An intermediate course including conversation, composition, translation, and reading in the Spanish language. This course may be taken concurrently with Spanish 119/219.

Prerequisite: Spanish 12 or Spanish 215 or equivalent or permission of the Department. **4:0:0**

**Special Education Assistant Program —**  
**See page 98.**

**Statistics Courses —**  
**See Mathematics Courses page 148.**

## **Women's Studies (Women St) Courses**

### **Women's Studies 105 (0)**

This is a non-credit, non-fee course. It is a one term series of lectures on Women's Studies. A minimum of four lectures and a maximum of 12 will be offered during the term.

### **Women's Studies 116 (3)**

#### **PERSPECTIVES ON WOMEN**

An interdisciplinary study of women's experience, including the perspectives of more than one of the following disciplines: sociology, psychology, history and literature. Usually offered in the fall term. No prerequisites required. **3:1:0**

### **Women's Studies 195 (3)**

This number is reserved for Women's Studies courses that may be offered from time to time by:

- a) College Women's Studies Faculty who may wish to present a special interest course in their field of expertise; or
- b) Visiting Women's Studies Lecturers.

Announcement regarding Women's Studies 195 offerings will be made in term schedules. Prerequisites will be announced by special bulletin.



## Women's Studies 216 (3)

### FURTHER PERSPECTIVES ON WOMEN

This course enables the student to continue studying the experience of women. It is interdisciplinary, drawing on more than one of the following disciplines: sociology, psychology, history and literature. Usually offered in the spring term. No prerequisites required. **3:1:0**

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## FINANCIAL AID

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### SOURCES

1. Canada Student Loan Programs
2. B.C. Provincial Loan Program
3. Out of Province Loan Program
4. Work Study Program
5. Scholarships
6. Bursaries
7. Private Loans — companies, clubs and organizations

### GENERAL INFORMATION

The Financial Aid Office administers a wide variety of assistance programs, including loans, scholarships, bursaries and a work-study program. They keep up-to-date information on these programs and assistance in filling out applications is available. The Financial Aid Office also offers assistance to students with general budget planning. A brief description of programs available to Langara students follows. For more information contact the Financial Aid Office.

### B.C. STUDENT ASSISTANCE PROGRAM

This program provides assistance in the form of a combination Canada Student Loan and B.C. Provincial Loan. The amount of assistance awarded is based on an assessed need as determined by the Provincial Authority. Applications are available in the Financial Aid Office. Students should apply 8–10 weeks prior to the first day of classes.

### WORK-STUDY PROGRAM

Work-Study is a program designed to provide part-time on-campus work experience for students who have applied for a student loan. Special applications for Work-Study are available in the Financial Aid Office.

#### Scholarship

A scholarship is a cash payment, non-repayable, which is made to students in recognition of outstanding academic achievement. Scholarships are competitive, and some have additional requirements such as registration in a particular program or a particular level of studies, community and school involvement. Scholarship applications should be submitted during the first month of the term in which they will be awarded, unless otherwise specified.

#### Bursary

A bursary is a non-repayable award which is made to students proving financial need and holding a satisfactory academic record. Bursary applications should be submitted during the latter part of each term. Dates for submission are as follows:

- Spring term — after March 15
- Summer term — after July 15
- Fall term — after November 15

SEPARATE APPLICATIONS ARE REQUIRED FOR SCHOLARSHIPS AND BURSARIES. All applications are available at the Reception Desk in the Counselling Department.

Submit completed forms to the Awards Office with a copy of your latest transcript of grades.

**NOTE:** Failure to complete the applications correctly or submit a transcript will result in your request being denied.

**THEREFORE:** Please read carefully and answer all questions.

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## AWARD DESCRIPTIONS

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THE ALPHA PROVINCE OF DELTA KAPPA GAMMA SOCIETY provides a \$100.00 bursary annually for a needy female student enrolled in a program at Langara leading to a profession in teaching or a career associated with education. Apply in fall or spring.

THE ANTONY HOLLAND SCHOLARSHIP. A scholarship fund has been established in recognition of the dedication, creativity and standard of excellence of Antony Holland, Co-ordinator of the Langara Theatre Arts Program for two decades. One award will be available annually to a second year student who has demonstrated outstanding ability and dedication in the program. The award will be made on the recommendation of the Theatre Arts Faculty. No application necessary.

THE APPRAISAL INSTITUTE OF CANADA, VANCOUVER CHAPTER has established a \$200.00 scholarship to be awarded annually to an outstanding first year Realty Appraisal student. The scholarship is provided to recognize outstanding achievement during the first year and to encourage students to pursue careers in the Appraisal field. The recipients are selected at the end of the second term by the Realty Appraisal Faculty. Presented in the summer.

THE APPRAISAL INSTITUTE OF CANADA B.C. ASSOCIATION has established a \$200.00 scholarship to be awarded annually to an outstanding student in the fourth term of the Realty Appraisal Program at Langara. The scholarship is provided to recognize academic achievement and to encourage students to pursue careers in Realty Appraisal. The recipient will be selected at the end of the fourth term by the instructors of the Realty Appraisal Program. Presented in the summer.

B.C. SHORTHAND REPORTERS ASSOCIATION offers an annual award to a student graduating from the Court Reporter Program of



\$1,000.00. It will be awarded to the most outstanding, over all, graduating student. Award will be presented during the Summer Scholarship Presentation. No application is necessary.

THE B.C. TELEPHONE COMPANY offers two \$500.00 awards to students who have completed at least one academic year of study at V.C.C., Langara Campus. Open to students in any program. Apply in the spring.

THE BEHNSEN AWARD. A special award for students enrolled in the Fine Arts Program at Langara Campus is provided annually by Behnsen Graphic Supplies Ltd. A \$50.00 gift certificate and an artist tote bag will be awarded on the basis of demonstrated achievement in the field of Fine Arts. The \$50.00 gift certificate will enable the student to purchase art supplies from Behnsens. The winner will be selected in the Spring Term upon recommendation of the Fine Arts Faculty. No application necessary.

THE BIRKS FAMILY FOUNDATION BURSARY. The Birks Family Foundation has established a bursary fund from which bursaries may be awarded by the College to needy and deserving students attending V.C.C., Langara Campus. Apply in any term.

BLISS MURRAY SCHOLARSHIP. An annual scholarship has been established by the Langara Alumni Association to honour the memory of a former Langara student. Applicants in any program and who are Canadian Citizens may apply during the spring term.

BRITISH COLUMBIA FOREST PRODUCTS LIMITED ENTRANCE SCHOLARSHIP of \$250.00 is annually offered to a legal dependent of an employee of the company who, by June 30th of the year in which the awards are made, have or will have served with the company for at least one year. It is open to students proceeding in the fall from Grade XII to a full program of studies at V.C.C., Langara Campus. The scholarship will be awarded to the candidate with the highest record of scholastic achievement in their final two years of high school. No award will be made, however, to an applicant with an overall average of less than 70 percent. Applicants must give the necessary details of service with the company in their application. A private scholarship application form is available from the receptionist in the Counselling Department and must be submitted together with high school transcripts. Mail directly to B.C. Forest Products by July 1st.

THE BRITISH COLUMBIA LUNG ASSOCIATION — THE CHRISTMAS SEAL PEOPLE awards a \$500.00 bursary to a student entering Second Year (Fourth, Fifth or Sixth Semester) Nursing at V.C.C., Langara Campus in the Fall Term. Applications must be submitted together with a transcript of marks no later than September 30th.

CANADA SPRINGFIELD AWARD. Canada Springfield Appraisal Consultants Ltd. offers an award annually to a graduating student of the Realty Appraisal Program. This award is in the form of a wrist watch and goes to the student achieving the highest marks on the National Comprehensive examination of the Appraisal Institute of Canada. In the case of a tie, grades achieved during the students period of study in the Realty Appraisal Program will be used to decide on a winner.

THE CERTIFIED GENERAL ACCOUNTANTS' ASSOCIATION OF BRITISH COLUMBIA — CONTINUING EDUCATION TUITION SCHOLARSHIP annually offers two Continuing Education Scholarships to each B.C. community college, B.C.I.T., the University of B.C., Simon Fraser University and the University of Victoria. The Scholarships are equivalent in value to the student's First Year's tuition on the C.G.A. program (approximately \$600) and are awarded by the appropriate educational institution to students completing a two-year accounting/business program or commerce degree. Students who intend to continue their education with the C.G.A. program should make formal application to their present institution. The Scholarships are tenable only with The Certified General Accountants' Association of B.C. and will be in the form of a credit toward tuition fees for the academic year following the award. Apply in the spring. Presented in the summer.

THE CRAFTSMEN'S ASSOCIATION OF BRITISH COLUMBIA offers an award to an outstanding second year student enrolled in the Fine Arts Program at V.C.C., Langara Campus. The award will be made upon recommendation of the Fine Arts Department in the Spring Term. No application necessary.

CREDIT UNION FOUNDATION OF BRITISH COLUMBIA BURSARY. The Credit Union Foundation of British Columbia has donated a bursary in the amount of \$130.00 for a student at V.C.C., Langara Campus. It is the desire of the Foundation that the bursary be awarded to a Canadian who, without assistance, might otherwise have difficulty completing his or her studies by reason of financial hardship. The recipient must be a B.C. resident, enrolled in a minimum of nine credit hours at Langara Campus. Apply in any Term.

D. J. HUNDEN BURSARY. A bursary of \$100.00 is provided by Mr. and Mrs. D. J. Hunden to a student attending V.C.C., Langara Campus. Eligibility will be based on financial need and satisfactory academic achievement. Apply in any Term.

DATA PROCESSING MANAGEMENT ASSOCIATION annually provides one \$200.00 scholarship for students entering their third term in the Data Processing Program at V.C.C., Langara Campus. Awards are based upon academic achievement and promise demonstrated in the field of Data Processing. Apply in the Fall Term.

DAVID PRITCHARD MEMORIAL SCHOLARSHIP. A scholarship fund has been established to honour the memory of Mr. David Pritchard, a former V.C.C., Langara Campus Theatre Arts student. Two awards will be available annually to students enrolled in the Theatre Arts program. One of the awards will be presented to a student for outstanding achievement in stage management and the other for outstanding performance in all aspects of the Theatre Arts program. The awards will be made on the recommendation of the Theatre Arts faculty. No application necessary.

THE DON McRAE BURSARY — is to be awarded on an annual basis to a student who demonstrates a genuine concern for people while pursuing a course of studies in the Humanities and Social Sciences field. This bursary was initiated on the occasion of Mr. McRae's retirement, Decem-



ber 31, 1982, by members of the Humanities and Social Sciences Division of Langara Campus.

**DUTHIE AWARD.** Two annual awards in the form of a gift certificate are provided by Duthie Books Ltd. to V.C.C., Langara Campus students with good academic standing. One will be awarded in the spring to a student in the Fine Arts Program. The other will be awarded in the summer semester and no restriction will be placed on the type of program for the recipient. No application necessary for spring award. Apply in May for summer award.

**THE ELVA WILSON HISTORY SCHOLARSHIP** of \$200.00 will be awarded each year to a student who has completed at least two history courses at V.C.C., Langara Campus. The award will be presented on the recommendation of the History Instructors. Apply in the Spring Term.

**THE ELVA WILSON POLITICAL SCIENCE SCHOLARSHIP** of \$100.00 will be awarded each year to a student who has completed at least two Political Science courses at V.C.C., Langara Campus. The award will be presented on the recommendation of the Political Science instructors. Apply in the Spring.

**THE FACULTY ASSOCIATION OF V.C.C., LANGARA CAMPUS,** provides a limited number of bursaries to deserving students with demonstrated financial need. Apply in any term.

**THE FACULTY ASSOCIATION OF V.C.C., LANGARA CAMPUS.** Six scholarships of \$300.00 are offered annually by the Langara Faculty Association. Students with outstanding academic achievement in any program of studies may apply for the Spring of Fall semester.

**FAIREY AND COMPANY LIMITED** offer two \$50.00 cash awards to a first and second year Fine Arts student who shows promise and interest in the art of sculpture. Awards made upon the recommendation of the Fine Arts Department. No application necessary.

**THE GOEL SCHOLARSHIP.** A scholarship in the amount of \$250.00, donated by Dr. and Mrs. D. P. Goel, will be awarded in the Spring of each year to a student who has demonstrated overall excellence in the Arts and Sciences. The award will be made on the recommendation of the Scholarship Selection Committee.

**GROVER, ELLIOTT & COMPANY LTD.** have established a \$250.00 scholarship to be awarded annually to the student achieving the highest academic standing in the appraisal subjects (Appraisal 118, 218, 318) at Vancouver Community College, Langara Campus. The recipient will be selected at the end of the third semester by the Realty Appraisal Faculty and the award presented in the spring. No applications necessary.

**H. A. SIMONS (INTERNATIONAL) LIMITED AWARDS.** To provide assistance for needy students at Langara Campus who are undertaking full time post-secondary Science programs. Students with good scholastic standing in Chemistry, Physics and Mathematics, and who need financial assistance to continue their studies, are eligible for consideration. Apply in any term.

**INDIA CLUB OF VANCOUVER SCHOLARSHIP.** A scholarship in the amount of \$200.00 donated by the India Club of Vancouver, will be awarded in the Spring of each year to an outstanding student in the Sciences. The award will be made on the recommendation of the Scholarship Selection Committee.

**INSTITUTE OF CHARTERED ACCOUNTANTS OF B.C.** offers an award of \$300.00 in recognition of academic achievement to a student in the 2nd year of a University Transfer program. Preference will be given to deserving students enrolled in account options. Apply during Fall Term.

**INSURANCE INSTITUTE OF BRITISH COLUMBIA.** A scholarship of \$300.00 is provided by the Insurance Institute of B.C. for students entering a second year Business Administration Program at Langara Campus. The scholarship will be awarded on the basis of marks achieved during the First Year. Apply in the Fall Term.

**I.O.D.E. BURSARY FUND.** Financial assistance is provided annually by the various chapters of the I.O.D.E. to needy and deserving students attending V.C.C., Langara Campus. Awards will be made on the basis of demonstrated financial need. Amounts may vary from year to year. Apply in any term.

Anna E. Sprott Chapter	•
Jessie F. Gordon Chapter	•
Kerrisdale Chapter	•
Kokanee Chapter	•
Lady May Cambridge Chapter	•

**IRMA MUSIL MEMORIAL AWARDS.** Awards offered to Langara Nursing students. These awards are based on outstanding academic and clinical achievement combined with financial need. Number and value of these awards may vary. Applications available in Counselling.

**THE J. D. GRAY AWARD FOR EXCELLENCE IN THE DISCIPLINE OF GEOGRAPHY.** An annual award has been donated to perpetuate the name of the Gray family of Keith, Banffshire, Scotland whose tradition of quiet service to others has helped make the world a better place for many. The award is open to students who have completed or are in the process of completing at least three Geography courses at Langara Campus, and who intend to continue studies in Geography. Applications are available from the Financial Aid Office and must be submitted with a transcript of marks no later than March 31st. Presented in the summer.

**THE JEAN L'ABBE MEMORIAL SCHOLARSHIP.** A scholarship to honor the memory of Jean L'Abbe, a former instructor at Langara, has been established to reward outstanding achievement in the French courses offered at Langara. Apply in September.

**JEANNE CHEVALIER BURSARY.** An anonymous donation in fond memory of Jeanne Chevalier provides a yearly bursary to a needy student. The student must be enrolled in the Arts and Science program and be in good academic standing. Apply any term.

**KELLY, DOUGLAS & COMPANY LIMITED.** Two scholarships of \$100.00 each, provided by Kelly, Douglas & Company Limited, are awarded



annually to Langara Campus students, enrolled in the Food Services Technician Program. One scholarship each will be available to the first and second year classes. Awards will be made upon the recommendation of the instructors.

**LAMBERT POTTERIES PURCHASE AWARD.** Two purchase awards of \$50.00 each are available to a first and second year Langara Campus student excelling in the field of ceramics. The purchased ceramics become a part of the collection on permanent display at V.C.C., Langara Campus. The awards will be made upon recommendation of the Fine Arts Department in the Spring Term. No application necessary.

**LANGARA FACULTY EDUCATIONAL EXCELLENCE SCHOLARSHIP.** This scholarship has been established and is maintained by the Faculty of Langara Campus as a means of demonstrating concretely and constructively their commitment to the maintenance of educational excellence. It will be awarded annually at the Graduation Ceremony, held in May of each year, to a student who has completed his or her first two full-course-load terms of study at the Campus within the preceding twelve months. Criteria for the selection of the recipient will include superlative grade point averages, evidence of outstanding work beyond the requirements of any particular course, demonstration of progress and improvement during the two terms. The recipient will be expected to continue studies, either at Langara Campus or at another institution. No application is necessary.

**THE LANGARA PEACE PRIZE.** A \$500.00 Peace Prize is to be awarded annually to the student who completes a project which best reflects good research, creativity and thoughtful consideration of some aspect of human relations among peoples of the world. Langara students in all programs are invited to submit projects by March 15 of each year.

**THE LILY MUNRO BURSARY** of \$100.00 is given annually, in her memory, by Chapter C of the P.E.O. Sisterhood to a needy and deserving Native Indian mature female student attending V.C.C., Langara Campus, on a full-time basis. The award will be available in June and applications must be made to the Financial Aid Office. Apply in the spring.

**LORNA GARRETT MEMORIAL BURSARY.** A \$500.00 Bursary has been established in the memory of long time Welfare Aid instructor Lorna Garrett. Applicants must be graduates of the Welfare Aid program and be enrolled in a full time program aimed at the betterment of their qualification in the social services field. Apply prior to October 1st.

**3M CANADA INCORPORATED AWARDS.** Two \$500.00 awards are available to students in the second year of the following programs: Data Processing, Finance and Investment and Marketing and Sales. Recipients selected on the basis of financial need, academic standing and community involvement. Apply in the fall term.

**MARGARET H. OTTEM SCHOLARSHIP** to honour the hard work and dedication of former Food Services Program co-ordinator, Mrs. Margaret H. Ottem. A scholarship has been established and will be awarded to a member of each graduating class. Awards made on the recommendation of the Food Services Faculty. No application necessary.

**MEL FEARMAN SCULPTURE AWARD** offered annually to a Fine Arts student within the following criteria:

- a full time second year sculpture student who will be seeking a diploma.
- who will complete the full program, including academic prerequisites in good standing.
- who has shown the most progress in artistic skills over the two years of the program.

No application necessary.

**OVERSEAS CHINESE VOCE FOUNDATION SCHOLARSHIP.** Two scholarships of \$100.00 each are offered to students enrolled in any program of studies. Selection is based on academic achievement. Apply in Spring or Fall Term.

**PETER R. KELLER MEMORIAL SCHOLARSHIP.** A \$75.00 scholarship has been established to honor the memory of Mr. Peter R. Keller a former Vancouver Community College student. The award will be available to a student entering the second year of the Library Technician program at Langara Campus and will be based on academic achievement in the first year. Application forms are available from the receptionist in the Counselling Department and must be submitted together with a transcript of marks. Apply in the spring term.

**ROSE BING MEMORIAL SCHOLARSHIP.** A scholarship will be awarded each year to a student who has completed at least two Biology courses at Langara Campus. Emphasis for selection of the student will be placed on high achievement in the Biology Laboratory portion of the courses. The award will be presented on the recommendation of the Biology Department Instructors and Laboratory Demonstrators. Apply in the Spring Term.

**SAM NELSON MEMORIAL BURSARY.** Bursaries in varying amounts available to Native Indian students enrolled in any program at V.C.C., Langara Campus. Students must have completed at least one semester of studies at Langara, have a "C" grade average and demonstrated financial need. Applications available from the receptionist in the Counselling Department. Apply in any term.

**SOCIAL SERVICES EMPLOYEES UNION LOCAL #3 MEMORIAL BURSARY.** Established to assist students enrolled in Early Childhood Education and Welfare Aide. Eligibility will be based on demonstrated financial need and satisfactory academic achievement. Apply to Financial Aid Office during any term.

**THE SOCIETY OF MANAGEMENT ACCOUNTANTS OF BRITISH COLUMBIA** annually offers a Continuing Education Tuition Scholarship. The Scholarship is equivalent in value to the students first year's tuition on the R.I.A. program (\$500.00) and is awarded to a graduating accounting student with the highest average standing in Management Accounting 323 and Management Accounting 423. Students who intend to continue their education with the R.I.A. program should make formal application through the Financial Aid Office during the Spring semester. The winner will be selected in consultation with the Accounting Faculty,



and the award will be presented in the summer. The Scholarship is tenable only with the Society of Management Accountant of British Columbia and will be in the form of a credit toward tuition fees for the academic year following the award.

**THE THOMAS BROOKS MEMORIAL BURSARIES.** Bursaries to a total of \$500.00 gift of the Vancouver Reciprocity Council of the P.E.O. Sisterhood, are available annually to full-time students attending V.C.C., Langara Campus. The awards will be made to students with good scholastic standing who are in need of financial assistance. Apply in any term.

**TOM ROBERTSON MEMORIAL SCHOLARSHIP.** The Faculty Association of V.C.C., Langara Campus, has established a scholarship to be awarded annually to a student who has completed at least two of the Canadian Studies courses, is enrolled in the Canadian Studies Workshop, and who intends to complete at least four more Canadian Studies courses. The award is based on financial need and academic standing during the first year. Applications with transcripts should be submitted to the Financial Aid Office during September.

**UTLAS.** University of Toronto Library Automation Systems offers an annual award to a student in the second year of the Library Technician Program. This award is for outstanding achievement in the program and will be awarded during the Spring Term.

**THE VANCOUVER BUSINESS AND PROFESSIONAL WOMEN'S CLUB** provides financial assistance for one or two mature female students enrolled at V.C.C., Langara Campus. Apply in any term.

**VANCOUVER CITY SAVINGS CREDIT UNION** provides an annual bursary to a student commencing the final term in a Career Program. The award will be based on performance, achievement, and financial need. Preference will be given to applicants residing in the lower mainland. Applications available from the receptionist in the Counselling Department. Apply in the spring.

**VANCOUVER COMMUNITY COLLEGE, LANGARA CAMPUS** has established two \$50.00 scholarships at the beginning of each term to be awarded to students with outstanding academic achievement. Based on prior grades and community and school involvement. Applications available from the receptionist in the Counselling Department. Apply fall, spring and summer.

**VANCOUVER FOUNDATION BURSARIES.** Bursary funds are available from the Vancouver Foundation to assist undergraduate students who show sound academic achievement and promise, and who have financial need which cannot be satisfied entirely from other sources.

**THE VANCOUVER MUNICIPAL AND REGIONAL EMPLOYEES' UNION.** Two bursaries of \$275.00 are available annually to members of the Union, or to the sons, daughters, or legal dependents of members who, at the time of application, are current members in the Union and have held membership in the Union for the past two years. The award will be made by the V.C.C., Langara Campus, in consultation with the Union, to a qualified applicant who is beginning or continuing full time enrolment at V.C.C., Langara Campus. The award is based on financial

need and academic standing in previous studies. For further information contact the Financial Aid Officer at V.C.C., Langara Campus.

**THE VANCOUVER PARENT-TEACHER COUNCIL** annually offers a \$100.00 scholarship to a student graduating from a Vancouver Secondary school, who will be enrolling at V.C.C., Langara Campus, in the first term of a full time post-secondary program. Application forms are available from Vancouver Secondary principals in May of each year. Submit completed forms to the Financial Aid Office at Langara Campus.

**VANCOUVER STOCK EXCHANGE SCHOLARSHIP.** The Vancouver Stock Exchange has established a \$350.00 scholarship to be awarded annually. This scholarship will be awarded to an outstanding student in the second year of the Finance & Investment Program at Langara Campus. Apply in September.

**THE VERA KNOX BURSARY** donated by THE ALTRUSA CLUB OF VANCOUVER provides \$100.00 annually to assist needy and deserving female students. Eligibility will be based on demonstrated financial need and satisfactory academic achievement in a minimum of five courses. Apply in any term.

**WILLIAM GEORGE SLATER MEMORIAL SCHOLARSHIP.** Ocean Construction Supplies Limited has established an annual scholarship of \$500.00 to honour the memory of William G. Slater, a former employee and former student of V.C.C. The scholarship is awarded annually to a full-time student at V.C.C., Langara Campus, who in the opinion of the selection committee, is best qualified in terms of academic merit, combined with interest and participation in school or community affairs, and who is proceeding to further studies in any field. Transcripts, together with application forms should be submitted to the Financial Aid Office during January and not later than January 30th.

**WILLIAM V. FALCUS AND ASSOCIATES** provide a \$100.00 scholarship to a graduating Realty Appraisal student. The award will be made to a student with good scholastic standing, and who in the opinion of the instructors has made a major contribution to the class by displaying a cooperative, understanding, and helpful attitude toward his or her peers. Selection is made in the spring term by the Realty Appraisal Faculty.

**WOOLCO WOOLWORTH AWARD.** An F.W. Woolworth Company Scholarship Award of \$750.00 is available to an undergraduate student completing his final year of a two-year program in Business Administration or Marketing and Sales. The criteria of the award is that the student has an above average academic performance, an interest in pursuing a career in the retail profession and a demonstrated involvement in college life. The \$750.00 award is to be designated towards tuition of the students second and final year. Apply in Fall Term.

**XEROX OF CANADA LIMITED FELLOWSHIP AWARDS.** Two awards of \$125.00 each are provided each year by Xerox of Canada Ltd. to students entering the second year of a Business Administration Program at Langara Campus, i.e. Realty Appraisal, Finance and Investment, Accounting, Data Processing, Marketing and Sales. The awards will be made to students on the basis of academic achievement and manage-



ment potential. Consideration will also be given to the financial circumstances of those who are eligible. Application forms may be obtained at the Student Services Centre and should be submitted together with transcripts to the Financial Aid Office during the month of September only.

## AWARDS FOR JOURNALISM STUDENTS

No Applications Necessary.

BRITISH COLUMBIA AND YUKON COMMUNITY NEWSPAPERS' ASSOCIATION offers three annual awards of \$1,000.00, \$500.00, and \$250.00 each to top Langara Journalism students. Winners will be adjudicated by the Journalism Faculty.

JOURNALISM ALUMNI FUND supplied by former Journalism graduates, now working in the media, provides a small loan fund for needy Journalism students. Applications from enrolled students only, may be filed through the Journalism Coordinator.

THE "PENNY WISE" LANGARA JOURNALISM SCHOLARSHIP. This annual scholarship of \$2,500.00 is made to assist a woman of journalistic promise to pursue a career in her chosen field. The scholarship is provided through the generosity of Evelyn A. Caldwell, known to generations of Vancouver Sun readers as Penny Wise, one of B.C.'s most prominent reporter-columnists for forty years. The recipient will be enrolled in the Journalism Department's two term Certificate Program, commencing in September. Selection of the winner is made jointly by the Journalism Faculty and the BCYCNA (British Columbia and Yukon Community Newspapers Association) from among nominees made by member newspapers. BCYCNA members may nominate one full or part-time woman reporter (including stringers) of limited experience each year who has demonstrated the desire and potential to succeed as a professional journalist. Nominations close March 1 and the winner notified in May. Depending on the number of nominees, the scholarship may not be awarded every year. For specific details on the scholarship contact the Student Services Department of the College or the BCYCNA office in Vancouver.

SCOTT SCHILL MEMORIAL SCHOLARSHIP is an annual award of \$300.00 to the graduating student of highest proficiency in all subjects. It is in memory of a respected Western Canadian newsman who died in 1977. Adjudicated by the Journalism Faculty, the award is drawn from a perpetual fund set up by Mr. Schill's family and friends. Awarded in September.

VANCOUVER-NEW WESTMINSTER NEWSPAPER GUILD offers two scholarships of \$100.00 each to students in the Langara Journalism Program at the end of the fall semester. Adjudicated by the Journalism Faculty.

VICTORIA PRESS GALLERY SCHOLARSHIP. \$150.00 and a Perpetual Trophy is awarded to the Journalism student making the greatest contribution to the Voice newspaper or the Radio Station C.N.B.C. Judged by peers.

## LOANS

BRITISH COLUMBIA YOUTH FOUNDATION LOANS. The B.C. Youth Foundation was founded in 1946 by a donation from the late Mr. Jos. A. McKercher. Additional bequests have since been received from the estate of Mr. E. S. H. Winn and Mr. and Mrs. H. I. Saxton.

Interest free loans are made to bona-fide B.C. young people to a maximum age of 30. 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 eligible for government loans should apply to that source. The loans are not designed only for university or college education but are also made to students studying in technical or vocational fields. A suitable adult guarantor is required. Applicants should have an aptitude for their chosen field of study and a reasonable chance of success. Hopefully they should contribute some of their own money to the cost of their education. Applications and further information may be obtained by contacting the Financial Aid Office.

THE P.E.O. SISTERHOOD EDUCATIONAL LOAN FUND — Loans are available to women students in any year of a university course, and may be requested at any time. The maximum amount of a loan to any student is \$1800.00. Fourth year or graduate students may be granted loans and draw the maximum loan in one year. Undergraduates may apply for and be granted the maximum loan of \$1800.00 for two or more years of study, but may draw only \$900.00 of the loan in one academic year. Freshmen must complete one term's work satisfactorily before making application. Loans may be considered for Summer School and for foreign study. Applications for Summer School Loans must be in before May 1st. Loans are made for periods up to five years. Interest at the rate of 4% is to be paid annually, and the student is expected to begin payment of the principal as soon as she is out of the university and employed. Further information may be obtained from the Dean of Women and from the area chairman, Dr. Ruth White, Department of French, U.B.C.

## CAMPUS OFFICERS AND SENIOR STAFF

DENHOLM, J. J., B.A. (Sask.), M.A., B.ED. (Brit. Col.), PH.D. (Calif-Berk.), *Principal*.

DARTNELL, A. L., B.COMM. (Sir George Williams), M.A., PH.D. (McGill), C.G.A., *Dean of Administrative and Student Services*.

FAST, L. E., B.A. (Sask.), M.ED. (Brit. Col.), M.A., PH.D. (Oregon), *Dean of Instruction, Arts and Science*.

KERR, R. F., B.A., B.PED, B.ED. (Manitoba), *Dean of Instruction, Career*.

BEKENN, M. G. A., *Assistant Dean, Administrative Services*.

NIELSEN, V. A., Dip. Arts and Science (V.C.C.), B.A. (Brit. Col.), M.A. (S.F.U.), *Registrar*.



GAETANNE, V., B.SC. (Wash.), *Operations Analyst*.  
 JOSEPH, H., *Financial Aid Officer*.  
 PARADIS, T., Dip. Arts and Science (V.C.C.), *Records Officer*.  
 WILKINSON, R. G., *Office Manager*.  
 ANDERSEN, R., *Office Manager, Continuing Education*.

## FACULTY

ACHESON, K. E., B.A.ED. (Montana), *Court Reporter Program*.  
 AGUIRRE, J. M., M.A., ED.D. (Brit. Col.), *Chemistry*.  
 ALLAN, E. A., B.SC., M.SC. (Brit. Col.), *Chemistry; Division Chairman, Mathematics and Science Division*.  
 ANASTASIOU, J. C., B.A., M.A., B.L.S., M.L.S. (Brit. Col.), *Library Technician Program; Co-ordinator*.  
 ANSELL, G., B.SC. (Birmingham, England), *Computer Information Systems Program*.  
 ARMSTRONG, H., B.H.E. (Brit. Col.), *Food Services Program*.  
 ARNOLD, L. A., B.R.E. (Brit. Col.), M.SC. (Oregon), *Physical Education and Recreation; Department Chairman*.  
 ATWELL, P. H., B.A. (Hons.) (Manitoba), M.A. (Calgary), *Sociology; Co-ordinator*.  
 AVELINO, E., B.SC., M.A. (Brit. Col.), *Mathematics*.  
 BADLEY, R., C.G.A., *Business Administration*.  
 BAGGOO, K. R., B.A., M.ED. (Brit. Col.), *Biology*.  
 BAKER, B., B.P.E., M.P.E. (Brit. Col.), *Physical Education and Recreation*.  
 BATEMAN, E. L., B.A., B.S.W., M.S.W. (Brit. Col.), CERT. (Casework Teaching), S.S.A. (Chicago), *Social Service Worker Program; Co-ordinator*.  
 BAYNES, R. A., B.S.A., M.A. (Brit. Col.), *Biology*.  
 BESLER, M., B.A. (Hons.) (Regina), M.SC. (Brit. Col.), *Mathematics, Statistics; Co-ordinator*.  
 BERTRAND, R., B.A. (Concordia), M.ED. (Brit. Col.), *Counsellor*.  
 BETTIOL, J., B.COMM. (Brit. Col.), *Business Administration*.  
 BIDESHI, R., B.SC. (Brit. Col.), M.ED. (West Wash.), *Biology*.  
 BLADES, G., B.SC. (Hons.) (Dalhousie), *Physics*.  
 BOWLEY, G., R.N., B.S.N. (Ottawa), *Nursing Program*.  
 BOXLER, J. D., B.SC. (Ohio State), M.SC. (Northwestern), *Computer Science; Co-ordinator*.  
 BRACKMAN-SHARP, J. A., B.A. (Hornsey Coll. of Art), M.A. (Royal College of Art, London, Eng.), *Fine Arts Program*.

BREWSTER, H., B.S.N. (Brit. Col.), *Nursing Program*.  
 BRILL, B. A., B.A., M.A. (Brit. Col.), *History; Division Chairman, Humanities and Social Sciences Division*.  
 BRISTOLL, S. M., B.A. (Brit. Col.), Q.A.A., *English*.  
 BRODERICK-LOCKHART, C. E., B.A. (Brit. Col.), M.F.A. (Mexico), *Fine Arts Program*.  
 BROMLEY, R. A., B.H.E.C., M.ED. (Brit. Col.), *Food Services Program*.  
 BROOKE, R. L., B.S.N. (Brit. Col.), *Nursing Program*.  
 BROOMHALL, P. H., B.A., M.A. (Brit. Col.), *English*.  
 BROWN, R. D., B.COMM., M.ED. (Brit. Col.), C.G.A., *Business Administration*.  
 BURBIDGE, M., B.SC. (Manitoba), M.A. (Brit. Col.), *Philosophy*.  
 BURLINSON, M. C., B.SC. (Rhode Island), M.SC. (Maryland), M.Sc. (John Hopkins), *Mathematics*.  
 BURLINSON, N., B.SC. (Fairfield), M.SC. (Maryland), PH.D. (Catholic Univ. Wash. D.C.), *Chemistry*.  
 BURSEWICZ, A. M., M.B.CH.B. (Edinburgh) *Medicine, L.M.C.C., D.P.H. (Toronto), Biology*.  
 BURSEWICZ, A., B.SC. (Alta), M.PHIL. (London, U.K.), *Anthropology; Co-ordinator, Classical Studies*.  
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S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1								1		1	2	3	4	5	
5	6	7	8	9	10	11	2	3	4	5	6	7	8	2	3	4	5	6	7	8	6	7	8	9	10	11	12
12	13	14	15	16	17	18	9	10	11	12	13	14	15	9	10	11	12	13	14	15	13	14	15	16	17	18	19
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26	27	28	29	30	31		23	24	25	26	27	28		23	24	25	26	27	28	29	27	28	29	30			
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MAY							JUNE							JULY							AUGUST						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5					1	2	
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9
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25	26	27	28	29	30	31	29	30						27	28	29	30	31			24	25	26	27	28	29	30
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SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4					1	2	3	1						1		1	2	3	4	5	6
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JANUARY							FEBRUARY							MARCH							APRIL						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	2	3	4	5	6	7	1	2	3	4	5	6	7				1	2	3	4
4	5	6	7	8	9	10	8	9	10	11	12	13	14	8	9	10	11	12	13	14	5	6	7	8	9	10	11
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MAY							JUNE							JULY							AUGUST						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
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31																					30	31					

SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
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27	28	29	30				25	26	27	28	29	30	31	29	30						27	28	29	30	31		