



## **January 11:**

- Welcome back!
- Review course syllabus and plan for the term
- Volunteering options discussion
- Guest speaker

## **January 18:**

- Time management assignment/discussion in class
- Assignment due by 4pm on January 21<sup>st</sup> in the dropbox
- Writing review – everybody loves APA style!

## **January 25:**

- STAT 116 information – Chair of Math & Stats (guest speaker)
- Writing APA style review
- Assignment due by 4pm on January 28<sup>th</sup> to the dropbox

## **February 1:**

- Guest speaker and volunteering coordination
- No assignment this week

## **February 8:**

- Writing Assignment – objective report writing
- Assignment due by 4pm on February 11<sup>th</sup> to the dropbox

## **February 15:**

- Reading week – no class

## **February 22:**

- APA style writing wrap-up
- Objective report writing wrap-up
- Time management check-up
- Assignment due by 4pm on February 25<sup>th</sup> to the dropbox

## **March 1:**

- Chair to discuss course planning for second year of CJ program
- Volunteering assignment posted and discussed
- Assignment due by 4pm on April 12<sup>th</sup> to the dropbox

## March 8:

- Volunteer project work – no class

## March 15:

- Volunteer project work – no class

## March 22:

- Volunteer project work – no class

## March 29:

- Volunteer project work – no class

## April 5<sup>th</sup>

- Easter holiday – no class

## April 12<sup>th</sup>:

- Presentation and submission of volunteering project/wrap up

## 5. Basis of Student Assessment (Weighting)

Students will be assessed on complete/incomplete with regard to reviewing the material, participating and completing quizzes and assignments in each unit.

Attendance in this seminar course is mandatory. Students are required to complete all assignments and quizzes, etc. in order to complete the course.

## 6. Grading System

Standard Grading System (GPA)

Competency Based Grading System

## 7. Recommended Materials to Assist Students to Succeed Throughout the Course

### *Instructional Requirements:*

#### 1. Late Penalty

All course requirements must be completed by the date indicated. If an assignment is returned to you, you will need to re-submit the assignment with changes by the following week.

#### 2. Student Responsibility

It is each student's responsibility to familiarize themselves with the course, program and College policies. Students experiencing difficulties during the term are encouraged to talk to the course instructor at the earliest opportunity.

## 8. College Supports, Services and Policies



### Immediate, Urgent, or Emergency Support

If you or someone you know requires immediate, urgent, or emergency support (e.g. illness, injury, thoughts of suicide, sexual assault, etc.), **SEEK HELP**. Resource contacts @ <http://camosun.ca/about/mental-health/emergency.html> or <http://camosun.ca/services/sexual-violence/get-support.html#urgent>

### College Services

Camosun offers a variety of health and academic support services, including counselling, dental, disability resource centre, help centre, learning skills, sexual violence support & education, library, and writing centre. For more information on each of these services, visit the **STUDENT SERVICES** link on the College website at <http://camosun.ca/>

### College Policies

Camosun strives to provide clear, transparent, and easily accessible policies that exemplify the college's commitment to life-changing learning. It is the student's responsibility to become familiar with the content of College policies. Policies are available on the College website at <http://camosun.ca/about/policies/>. Education and academic policies include, but are not limited to, Academic Progress, Admission, Course Withdrawals, Standards for Awarding Credentials, Involuntary Health and Safety Leave of Absence, Prior Learning Assessment, Medical/Compassionate Withdrawal, Sexual Violence, Student Ancillary Fees, Academic Integrity, Grade Review & Appeals, Student Misconduct and Academic Accommodations for Students with Disabilities and Student Penalties and Fines.

## A. GRADING SYSTEMS <http://camosun.ca/about/policies/index.html>

The following two grading systems are used at Camosun College:

### 1. Standard Grading System (GPA)

Percentage	Grade	Description	Grade Point Equivalency
90-100	A+		9
85-89	A		8
80-84	A-		7
77-79	B+		6
73-76	B		5
70-72	B-		4
65-69	C+		3
60-64	C		2
50-59	D		1
0-49	F	Minimum level has not been achieved.	0

### 2. Competency Based Grading System (Non GPA)

This grading system is based on satisfactory acquisition of defined skills or successful completion of the course learning outcomes

Grade	Description
COM	The student has met the goals, criteria, or competencies established for this course, practicum or field placement.
DST	The student has met and exceeded, above and beyond expectation, the goals, criteria, or competencies established for this course, practicum or field placement.
NC	The student has not met the goals, criteria or competencies established for this course, practicum or field placement.

## B. Temporary Grades

Temporary grades are assigned for specific circumstances and will convert to a final grade according to the grading scheme being used in the course. See Grading Policy at <http://camosun.ca/about/policies/index.html> for information on conversion to final grades, and for additional information on student record and transcript notations.

Temporary Grade	Description
I	<i>Incomplete</i> : A temporary grade assigned when the requirements of a course have not yet been completed due to hardship or extenuating circumstances, such as illness or death in the family.
IP	<i>In progress</i> : A temporary grade assigned for courses that are designed to have an anticipated enrollment that extends beyond one term. No more than two IP grades will be assigned for the same course.
CW	<i>Compulsory Withdrawal</i> : A temporary grade assigned by a Dean when an instructor, after documenting the prescriptive strategies applied and consulting with peers, deems that a student is unsafe to self or others and must be removed from the lab, practicum, worksite, or field placement.