



COURSE TITLE: IST 093
CLASS SECTION: S17
TERM: 2021 F
COURSE CREDITS: 1
DELIVERY METHOD(S): In person @ SAEC



Camosun College campuses are located on the traditional territories of the Ləkʷəŋən and W̱SÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here. Learn more about Camosun's [Territorial Acknowledgement](#).

For COVID-19 info please visit <https://legacy.camosun.ca/covid19/index.html>

Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable explanation in advance, you will be removed from the course and the space offered to the next waitlisted student.

INSTRUCTOR DETAILS

NAME:	Wendy McDonald	EMAIL: mcdonald@camosun.ca
OFFICE:	Saanich Education Center	HOURS: Monday 1:00 pm – 2:30 p
DATES:	Sept 06, 2021 – Dec 06, 2021	

As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.

CALENDAR DESCRIPTION

This course consists of weekly circle-based discussions and debriefing sessions for program students, staff and faculty, in Semester 1 of the Indigenous College Prep Program. On regular occasions, Indigenous elders will join the circle to share their wisdom and oral traditions.

PREREQUISITE(S): C in English 10 or C in a Camosun Alternative

Restricted to Students in Indigenous College Prep

COURSE LEARNING OUTCOMES / OBJECTIVES

Upon successful completion of this course, the student will be able to:

1. Respect Elders' teachings and the circle process as a critical component of the ICP program.
2. Participate regularly in circle discussions and expand interpersonal skills.
3. Provide contributions to circle discussions in a manner that contributes to the learning and development of all those involved and encourage each student to take charge of their own development, to release their potential and to achieve what it is they value in their educational journey.
4. Provide opportunities to work together for the common good of the school environment.

REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

Handouts will be provided throughout the semester.

COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

The following schedule and course components are subject to change with reasonable advance notice, as deemed appropriate by the instructor.

WEEK or DATE RANGE	ACTIVITY or TOPIC	OTHER NOTES
September 06, 2021	Labour Day – no Circle today	1
September 13, 2021	Nancy Ellen from CAL visiting today	2
September 20, 2021	No Class today –Wendy At home	3
September 27, 2021	Faye Martin in the Circle todayT	4
October 04, 2021	Tanya Kirkland- Camosun College Counselling Services	5
October 11, 2021	Thanksgiving Holiday No Class today	6
October 18, 2021	Tiffany from SAEC in to chat about Support at SAEC	7
October 25, 2021	Shanna from SAEC in to chat about Student Belonging SAEC	8
November 01, 2021	A Gunasinghe from RCMP will come in today	9
November 08, 2021	May Sam is our Elder Guest today	10
November 15, 2021	Bertha and George will join us today	11
November 22, 2021	Check in	12
November 29, 2021	Check in	13
December 06, 2021	Last day of Class – Celebration!	14

Students registered with the Centre for Accessible Learning (CAL) who complete quizzes, tests, and exams with academic accommodations have booking procedures and deadlines with CAL where advanced notice is required. Deadlines can be reviewed on the [CAL exams page](http://camosun.ca/services/accessible-learning/exams.html). <http://camosun.ca/services/accessible-learning/exams.html>

EVALUATION OF LEARNING

DESCRIPTION	WEIGHTING
<p data-bbox="188 247 743 277">Respectful & Professional Participation in Circle</p> <p data-bbox="188 327 1049 399">Each Class you attend will give you 5% towards your grade for each Circle class attended</p> <ol data-bbox="217 449 1071 1402" style="list-style-type: none"> <li data-bbox="217 449 974 520">1. You will be expected to conduct yourself in a respectful and professional manner at all times. <li data-bbox="217 558 1062 625">2. Attendance is a critical part of learning and a very important part of this course. <li data-bbox="217 701 1016 768">3. Participation includes asking questions, taking risks and actively participating in class discussions and group work. <li data-bbox="217 806 1052 911">4. Active Listening is an essential skill. You must be able to hear what people are saying so that you can gain their trust and respond to them in a respectful and appropriate manner. <li data-bbox="217 987 1071 1163">5. Respect and professionalism includes being on time for class; letting the instructor know when you are unable to attend class; making arrangements with the instructor for extensions on assignments; looking for clarification when you are not understanding something and generally <li data-bbox="217 1201 1049 1230">6. Communicating in a respectful way when you are having difficulty. <li data-bbox="217 1306 1068 1402">7. Students who are not able to actively participate in a respectful and professional manner will be encouraged to meet with the instructor. 	<p data-bbox="1279 840 1331 869">70%</p>

DESCRIPTION	WEIGHTING
<p>ASSIGNMENTS</p> <p>Looking forward sheet – October 15, 2021 5 %</p> <p>Fill out the Sheet and hand back to me. We will then discuss it and after the course is over we will send it back to you at the end of term. Make sure to put some thought into it!</p>	5%
<p>Quote, or poem: DUE November 05, 2021 5 %</p> <p>Bring a piece of writing that inspires you or motivates you, a quote or a poem to class that speaks to how you want to walk in the world and how you want to walk with others in this world. Come to class prepared to share this with the class, and why you chose this.</p>	5%
<p>Self-Care plan: DUE November 26, 2021</p> <p>Start with an Individual Meeting with your Instructor to go over your education plan to date. Take some notes for your Paper. THEN: Write a 2-3 page, double-spaced, paper outlining a personal self-care plan. You are encouraged to explore and include Indigenous approaches to Self-Care. This paper will:</p> <ul style="list-style-type: none"> • Explain why you have decided to come back to school at this time. • Outline specific daily/weekly practices that you plan to incorporate your life as a student using ideas from all of the courses you are taking in the program, BEST LRNS, and IST. • Speak to potential barriers to achieving your goals and where you may ask your support group for help. • Explore strategies to ensure that you maintain your self-care plan. 	20%
<p>If you have a concern about a grade you have received for an evaluation, please come and see me as soon as possible. Refer to the Grade Review and Appeals policy for more information. http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf</p>	<p style="text-align: right;">TOTAL</p> <p style="text-align: center;">100%</p>

COURSE GUIDELINES & EXPECTATIONS

A minimum of 75% must be reached to pass this course.

SCHOOL OR DEPARTMENTAL INFORMATION

Recommended Materials or Services to Assist Students to Succeed Throughout the Course:

- Aboriginal Education & Community Connections, located in Ewing 272, is a valuable resource for you.
- If you are having difficulty with course content, registration, course selection, funding issues or anything that would get in the way of you being successful in this program, there are Aboriginal Advisors support people there for you to talk with.
- To make an appointment, please stop by the office or call 370-3299.

STUDENT RESPONSIBILITY

Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

SUPPORTS AND SERVICES FOR STUDENTS

Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit <http://camosun.ca/students/>.

Support Service	Website
Academic Advising	http://camosun.ca/advising
Accessible Learning	http://camosun.ca/accessible-learning
Counselling	http://camosun.ca/counselling
Career Services	http://camosun.ca/coop
Financial Aid and Awards	http://camosun.ca/financialaid
Help Centres (Math/English/Science)	http://camosun.ca/help-centres
Indigenous Student Support	http://camosun.ca/indigenous
International Student Support	http://camosun.ca/international/
Learning Skills	http://camosun.ca/learningskills
Library	http://camosun.ca/services/library/
Office of Student Support	http://camosun.ca/oss

Support Service	Website
Ombudsperson	http://camosun.ca/ombuds
Registration	http://camosun.ca/registration
Technology Support	http://camosun.ca/its
Writing Centre	http://camosun.ca/writing-centre

If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

COLLEGE-WIDE POLICIES, PROCEDURES, REQUIREMENTS, AND STANDARDS

Academic Accommodations for Students with Disabilities

The College is committed to providing appropriate and reasonable academic accommodations to students with disabilities (i.e. physical, depression, learning, etc). If you have a disability, the [Centre for Accessible Learning](#) (CAL) can help you document your needs, and where disability-related barriers to access in your courses exist, create an accommodation plan. By making a plan through CAL, you can ensure you have the appropriate academic accommodations you need without disclosing your diagnosis or condition to course instructors. Please visit the CAL website for contacts and to learn how to get started:

<http://camosun.ca/services/accessible-learning/>

Academic Integrity

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.13.pdf> for policy regarding academic expectations and details for addressing and resolving matters of academic misconduct.

Academic Progress

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.1.pdf> for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

Course Withdrawals Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit <http://camosun.ca/learn/fees/#deadlines>.

Grading Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf> for further details about grading.

Grade Review and Appeals

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf> for policy relating to requests for review and appeal of grades.

Mandatory Attendance for First Class Meeting of Each Course

Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable reason in advance, you will be removed from the course and the space offered to the next waitlisted student. For more information, please see the “Attendance” section under “Registration Policies and Procedures” (<http://camosun.ca/learn/calendar/current/procedures.html>) and the Grading Policy at <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf>.

Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal. Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.8.pdf> to learn more about the process involved in a medical/compassionate withdrawal.

Sexual Violence and Misconduct

Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun’s Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of when or where the sexual violence or misconduct occurred, students can access support at Camosun. The Office of Student Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support respects a student’s right to choose what is right for them. For more information see Camosun’s Sexualized Violence and Misconduct Policy: <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.9.pdf> and camosun.ca/sexual-violence. To contact the Office of Student Support: oss@camosun.ca or by phone: 250-370-3046 or 250-3703841

Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College’s Student Misconduct Policy at <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.pdf> to understand the College’s expectations of academic integrity and student behavioural conduct.

Changes to this Syllabus: Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.