

Winter 2020

Course Number	SOWK	Classroom	
SOWK 307	S04/T04	EDC 152 – Jan. 2020	
	S05/T05	TRA 101 – Jan. 2020	
Course Name	Practice Skills in Cont	text	
		1	
Day(s)	January 7 th -10th,	Time	
Tuesday to Friday	2020	9:00 a.m 4:30 p.m.	
Instructor:		Office	
Practice with Groups:		Hours/Location	
Cari Gulbrandsen		By appointment	
Practice With Families		Fall 2019 cohort:	
Regine King		January 7-10,2020	
E-mail		Phone:	
Cari Gulbrandsen		Cari Gulbrandsen	
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Regine King			
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SYLLABUS STATEMENT

Focuses on theory and practice relating to social work with individuals, families and groups in diverse communities. Particular emphasis will be paid to skill development, critical analysis and practical application within rural, remote and Indigenous contexts.

COURSE DESCRIPTION

Through a variety of learning activities, students will develop and enhance their skills in working with families and groups. Based on their prior learning from coursework and life experience, students will learn to reflect critically on their practice skills and their relevance for practice in rural remote and Indigenous contexts.

Practice with Groups Module

This module is intended to provide an introduction to group work skills. Topics will include group design and planning; group dynamics assessment and development; group facilitation skills; decision-making; working with conflict; and evaluation and endings.

Practice with Families Module

This module will provide knowledge about family-centered social work practice with families. It will focus on diversity in relation to family development issues, the emergence of symptoms, family assessment techniques, and theories of family intervention. This module is designed to give students a foundational understanding of the concepts and trends in family social work practice. Systemic concepts that describe interpersonal interactions and dynamics as well as family development and assessment will be presented and supported with case material. All systemic ideas will be viewed through the lenses of smaller social (family) systems, language systems, and larger social systems. Students will also be introduced to the role of the family social worker in terms of relationship to clients, a relational approach to understanding clients, responsibility for change, and the self of the therapist.

COURSE LEARNING OUTCOMES

By the end of the Practice with Groups module, students will be able to:

- 1. Describe the various purposes and uses of groups in social work practice;
- 2. Identify knowledge gaps in group practice based on the IASWG standards of practice and engage in self-directed learning;
- 3. Critically reflect on their professional skills and personal presence in group work;
- 4. Identify and assess the development of a group, including various aspects of group functioning and group dynamics;
- 5. Demonstrate basic skills for facilitating group work;
- 6. Define the stages of group development and group worker tasks during each stage;
- 7. Demonstrate the ability to participate in, observe and evaluate group dynamics.

By the end of the Practice with Families module, students will be able to:

- 1. Demonstrate interviewing and counseling skills to practice at individual, family, group, organization, community, and population levels;
- 2. Describe their self-knowledge and use of self in relationship with others;
- 3. Demonstrate additional skills in building and maintaining empowering social work relationships with families and groups with diverse populations in rural, northern, remote, indigenous and Francophone contexts;
- 4. Critically examine their use of self in relation to building and maintaining empowering relationships;
- 5. Demonstrate the integration of theory into practice;
- 6. Explain systemic concepts that form the foundation and paradigm for family work;
- 7. Define concepts associated with systems and systemic work and demonstrate their understandings of this new language through practice and discussion.

LEARNING RESOURCES

REQUIRED TEXTBOOKS AND/OR READINGS

With the exception of the course text (Groups practice module), links to the course readings will be provided in D2L.

Practice with Groups Module

- Jacobs, E. E., Schimmel, C. J., Masson, R. L., & Harvill, R. L. (2016). *Group Counseling: Skills and Strategies* (8th ed.). Boston, MA: Cengage Learning.
- Macgowan, M. J. (2012). A standards-based inventory of foundation competencies in social work with groups. *Research on Social Work Practice*, 22(5), 578-589. (link or PDF will be provided in D2L)

Supplementary Reading:

Pelech, W., Basso, R., Lee, C., Gandarilla, M. (2016). *Inclusive Group Work*. New York: Oxford University Press (a PDF version of Chapters 3,4, and 11 will be provided in D2L).

Practice with Families Module

- Adamowich, T., Kumsa, M. K., Rego, C., Stoddart, J., & Vito, R. (2014). Playing hide-and-seek: Searchingfor the use of self in reflective social work practice. *Reflective Practice*, 15(2), 131-143.
- Armour, M.A. (1995). Family life cycle stages: a context for individual life stages. *Journal of Family Social Work*, 1(2), 27-42.
- Falicov, C. (2007). Working with transnational immigrants: Expanding meanings of family, community, and culture. *Family Process*, 46, 157–171.
- Fantini, F., Aschieri, F., & Bertrando, P. (2013). "Is our daughter crazy or bad?": A case Study of therapeutic assessment with children. *Contemporary Family Therapy*, 35, 731–744.
- Gilbert, A., & Sliep, Y. (2009). Reflexivity in the practice of social action: From self-to inter-relational reflexivity. *South African Journal of Psychology, 39*(4), 468-479.
- Gray, M., Coates, J., & Hetherington, T. (2007). Hearing Indigenous voices in mainstream social work. Families in Society: *The Journal of Contemporary Social Services*. DOI: 10.1606/1044-3894.3592
- Hardy, K.V., & Laszloffy, T.A. (1995). The cultural genogram: key to training culturally competent family therapists. *Journal of Marital and Family Therapy*, *21*(3), 227-237.
- Keskin, Y. (2017). The relational ethics genogram: An integration of genogram and relational ethics. *Journal of Family Psychotherapy*, 28(1), 92-98, DOI: 10.1080/08975353.2017.1279881
- Lee, E. (2014). A Therapist's self-disclosure and its impact on the therapy process in crosscultural encounters: Disclosure of personal self, professional self, and/or cultural self? *Families in Society: The Journal of Contemporary Social Services*, 95(1), 15-23.

Maiter, S. (2009). Using an Anti-racist framework for assessment and intervention in clinical

practice with families from diverse ethno-racial backgrounds. *Clinical Social Work Journal*, *37*, 267–276.

McGoldrick, M. & Carter, B. (2001). Advances in coaching: Family therapy with one person. *Journal of Marital and Family Therapy*, 27(3), 281-300.

Ruch, G. (2005). Relationship-based practice and reflective practice: Holistic approaches to contemporary child care social work. *Child and Family Social Work*, *10*, 111–123.

Ungar, M., Ghazinour, M., & Richter, J. (2013). What is resilience within the ecology of human development? *Journal of Child Psychology and Psychiatry*, *54*(4), 348-366.

LEARNING TECHNOLOGIES AND REQUIREMENTS

Students are encouraged to record their in-class experiential group practice learning so that they can refer to recordings when completing assignments. Laptops or cell phones can be used to record video/audio of experiential exercises.

RELATIONSHIP TO OTHER COURSES

SOWK 307: Practice Methods in Context is one of eight foundational core courses in the BSW Learning Circles Curriculum. It must be completed concurrently with or following SOWK 306: Social Work Methods Theme Course. With respect to the on-campus BSW curriculum, SOWK 307 features core material from Practice and Evaluation with Families (SOWK 393) and Groups (SOWK 395).

CLASS SCHEDULE

Day	Торіс	Readings/Assignments Due
Practice with Groups Module: Day 1	 Group practice: Theory and Skills Topics Overview of social work groups, group and mutual aid processes, group facilitation skills, stages of group process, conflict in groups. Experiential learning activities with skills development and practice and feedback. Small group preparation for Day 2/consultation with instructor. 	 Pre-course assignments due by 9:00 am the first day of the Practice with Groups module (See Assignment 1 b. and c and d.). First day learning activities and lectures will assume that students have completed the following readings (Assignment 1 a.) before the Practice with Groups module begins: Read Chapters 1 to 6 (pp. 1 to 155) in Jacobs, E. E., Schimmel, C. J., Masson, R. L., & Harvill, R. L. (2016). Group Counseling: Skills and Strategies (8th ed). Boston, MA: Cengage Learning.
Practice with Groups Module: Day 2	Experiential learning activities with skill development and practice and feedback.	

Practice with Families Module: Day 1	 Family Practice: Theory and skills Topics Understanding family, systems and culture Overview of social work theories and practice models with families Family patterns and orientations to working with families Engagement and assessment techniques 	All suggested readings
Practice with Families Module: Day 2	Experiential learning activities with skill development and practice and feedback.	

ASSESSMENT COM	IPONENTS			
	GROUP PRACTICE MOD	ULE		
Please note:				
• There will be no	o final exam in this module.			
Standard of wr	iting will be a factor in grading assignments	i.		
			1	
Assessment	Assessment Description & Critoria	Due Dete	\\/aiaht	Aligned
Assessment Method	Assessment Description & Criteria	Due Date	Weight	Course Learning
Wethou				Outcome
Group Practice	The activities below are to be brought	Due 9:00 am	15% of	Practice with
Module	to their first face-to-face class for	the first day	course	Groups
Assignment 1:	grading. Some activities will be used in	of class	grade	2, 3
Pre-Session	class. Any activities not handed in on			
Assignments	the morning of the first class will			
	receive a 0.			
	a. Readings:			
	 Read Chapters 1 to 6 (pp. 1 to 			
	155) in Jacobs, E. E., Schimmel, C.			
	J., Masson, R. L., & Harvill, R. L.			
	(2016). Group Counseling: Skills			
	and Strategies (8 th ed). Boston,			
	MA: Cengage Learning.			

 b. Students will complete the Inventory of Foundation Competencies in Social Work with Groups (IC-SWG) and identify 4 items that they have rated lowest on the confidence scale. (3%) Select two skill-based competencies for demonstration of learning. Select two knowledge-based competencies for demonstration of learning. 		
c. Group Session Plan (2 to 3 pages): Drawing upon the results of the IC-SWG inventory and concepts from the textbook, students are to prepare a draft plan for a group session. This session plan must include at least one experiential activity involving group members. The session plan can relate to any social work topic, interest or area of practice. Students are encouraged to choose a topic for their session plan that their peers will be able to relate to or discuss. (10%) This plan must include the following		
 elements: the type or kind of proposed group; the purpose of the group; population-the characteristics and needs of potential group members; goals that the group is intended to achieve; the length of the group (i.e., number of session and length of each session); the session topics or themes to be addressed in the group; the stage of group development in which the group session is 		

		1	1	1
	situated (beginning, middle or			
	end);			
	a detailed description of the			
	proposed group session including:			
	 how the session aligns with 			
	the group purpose and the			
	stage of group			
	development;			
	$\circ~$ duration and brief			
	description of each			
	component; and,			
	\circ any supplies, props, or			
	equipment that would be			
	needed for the session.			
	d. Students will locate one peer			
	reviewed journal article that			
	examines group social work practice			
	and group therapy and evaluates its			
	use or effectiveness. Students will			
	identify the main points and be			
	prepared to share a verbal			
	summary/main points with a small			
	group (no written summary is			
	required). The <u>reference</u> for the			
	article (in APA format) should be			
	posted in the designated discussion			
	board on D2L on the first day of class.			
	(2%)			
Group Practice	This experiential learning activity will	In class	15% of	Practice with
Module	involve co-facilitating a simulation	participation	course	Groups
Assignment 2:	involving a 20-minute segment of the	(30 minutes	grade	5,6,7
Participation and	group session planned in Assignment	for each		
Co-Facilitator	One, including one or more of the	exercise).		
Group Practice	experiential activities outlined in the			
Exercise Practice	session plan. Prior to each simulation,			
with Groups	each pair of students will choose			
	which session plan they want to use,			
	provide a five-minute overview of			
	their session plan to assist the			
	participants to become familiar with			
	the roles they will play in the group.			
	Following the simulation, the co-			
	facilitators will facilitate a five-minute			
	debriefing session with group			
	participants where group participants			
	will provide verbal and written			
	feedback to the co-facilitators. During			
	the session and feedback period, co-			

	footlitetere will demonstrate offerst			1
	facilitators will demonstrate effective			
	use of group communication and			
	group process skills, effective group			
	leadership/facilitation skills for a			
	beginning social worker (Specific			
	rubric will be provided in D2L).			
Group Practice	In this portion of the assignment	February 10,	20% of	Practice with
Module	students will be graded on their	2020 by	course	Groups
Assignment 3:	analytical ability and self-analysis.	11:59 pm	grade	1,2,3,4
Plan for	Utilizing their experiences as group			
Development	members and co-facilitators, making			
Analysis/Critique	reference to their course text (see			
,	Chapters 5 to 17), other readings, and			
	their pre and post-tests results from the			
	"Inventory of Foundation Competencies			
	in Social Work with Groups"			
	(Macgowan, 2012), students will write a			
	self-refection and analysis paper. The			
	paper will be a maximum of 3-4 pages			
	(not including the cover page) double-			
	spaced and in APA format and			
	submitted to the d2l Dropbox. Specific			
	Rubric will be provided in d2l.			
	Cupatifie descriptions of the colf			
	Specific description of the self-			
	reflection and analysis paper includes			
	the following components:			
	a. A description of their emerging			
	style of group facilitation and			
	leadership. Students will identify			
	and discuss two strengths, as well			
	as two aspects for further			
	development, and three goals for			
	furthering their skills with specific			
	plans for improvement. Include			
	comments on how they have			
	reached the learning objectives as			
	stated in the course outline.			
	b. Highlighted areas such as:			
	understanding of the stages of			
	groups, communication within			
	groups, basic skills of leadership,			
	conducting and facilitating groups,			
	managing conflict, dealing with			
	diversity.			
	c. Incorporate the feedback received			
	during the course.			

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FAMILY PRACTICE MODULE

Please note:

- There will be no final exam in this module.
- Standard of writing will be a factor in grading assignments.
- Assignment 1 & 2 will be graded using a point-form guideline. Assignment 3 will be graded using a rubric (to be provided during the residency)

Assessment Method	Assessment Description & Criteria	Due Date	Weight	Aligned Course Learning Outcome
Assignment 1: Experiential practice and participation during face-to- face sessions	In class family session demonstrations and role-play practice. Each student is expected to fully participate in each of the roles of social worker and client and to regularly contribute to and extend the class discussions on the new theories and practice skills being tried.	In class participation	25% of course grade	Practice with Families 1,3,5,7
Assignment 2	For this assignment, you will complete a reflective journal. The focus of this	Jan 12 before	10% of course	Practice with Families
Reflective Journal	journal may include, but is not limited to, your thoughts, reflections and critical analysis regarding: a. the Family Practice module activities, experiential activities, class discussions and materials	midnight	grade	2,4,6,7
	and/or how you are impacted by these materials; b. professional ethical issues that arise via the class			

	 materials/discussions, including the application of social work values and ethics; c. the application of the family module materials to social work contexts, populations and/or clients (*** please note that if you reflect on actual clients that you should only use non-identifying information to protect their confidentiality); d. the person-of-the-social worker, including examining issues of power/privilege related to your social location, how you navigate personal/professional boundaries, personal/professional values and/or how you engage in self- awareness and/or self-care activities of relevance to the module's materials. You may also consider including a summary section to this journal that provides an overall summary/synthesis of your learning process through this module. This submitted journal will be <u>no longer</u> <u>than five (5) double-spaced typed</u> <u>pages</u> excluding references. 			
Assignment 3: Genogram and accompanying paper	Students will complete a <u>three</u> <u>generation genogram</u> related to their <u>own family of origin</u> according to accepted practices and models discussed within the course and within course readings. This genogram will be accompanied by <u>a four page paper</u> and will describe key concepts represented symbolically (in symbol form) within the completed genogram. For example, you may write about concepts such as the strength of relationships (close, distant, conflictual) between family members, relationship status (married, common- law, divorced), blending of families, significant deaths/births and/or familial	Jan. 19 before midnight	15% of course grade	Practice with Families 2,4, 5, 6, 7

	patterns. A section of this paper should			
	be dedicated to reporting on any newly			
	developed insight/awareness arising			
	from the genogram about the potential			
	influences of the student's family of			
	origin on beliefs, values, worldview, and			
	behavioural patterns etc. The student			
	should also write about how family-			
	based factors including, but not limited			
	to cultural, language and/or religious			
	influences may impact their awareness			
	about issues of privilege, power, and			
	oppression within the context of such			
	factors as class, race, gender, sexual			
	orientation, age, and ability.			
	The submitted paper will be <u>no longer</u>			
	than four (4) double-spaced typed			
	pages excluding references. In this four			
	page paper, you are required to support			
	your discussion by appropriately			
	referencing at least <u>five (5)</u> scholarly			
	sources including books, peer reviewed			
	journal articles, relevant policy			
	documents and/or community-based			
	knowledge/information.			
ADDITIONAL ASSES	SSMENT AND EVALUATION INFORMATION	1		
-	ents must have the format of a minimum of	•		
	roughout the paper are required to conform	m to APA forma	t [America	n
	ciation, 2010 Publication Manual (6 th ed.)].			
All the papers are t	o be submitted via D2L drop box in a word	document.		

ATTENDANCE AND PARTICIPATION EXPECTATIONS

Consistent, in-person participation throughout the four days of the course is essential. Students are expected to attend class regularly and to be fully present and engaged in class activities and discussions. These are part of the participation grade, as outlined in the assessment components section above. It will not be possible for students to arrange make-up assignments if they miss a class or a participation component because of the experiential nature of learning in the course.

USE OF INTERNET AND ELECTRONIC COMMUNICATION DEVICES IN CLASS

The use of laptop and mobile devices is acceptable when used in a manner appropriate to the course and classroom activities. Students are to refrain from accessing websites that may be distracting for other learners (e.g., personal emails, Facebook, YouTube) during class time.

GUIDELINES FOR SUBMITTING ASSIGNMENTS

Unless otherwise specified in the assignment descriptions, please submit all assignments electronically through their respective Dropbox in D2L. Assignments may be submitted in Word or PDF format. Assignments should have a file name as follows: "Full name and assignment number" (e.g., Jane Smith Assignment 2). Assignments are due before midnight on their due date. Please note that it is the student's responsibility to keep a copy of each submitted assignment and to ensure that the proper version is submitted.

LATE ASSIGNMENTS

Late assignments will be accepted only in exceptional circumstances and at the discretion or the instructor.

EXPECTATIONS FOR WRITING

All assignments will be assessed partly on writing skills. Writing skills include not only surface correctness (grammar, punctuation, sentence structure, etc.) but also general clarity and organization. Sources used in research papers must be properly documented and referenced in APA format. If you need writing support, please connect with the Student Success Centre, at: https://www.ucalgary.ca/student-services/student-success/writing-support

ACADEMIC MISCONDUCT

It is expected that all work submitted in assignments is the student's own work, written expressly by the student for this particular course. Students are reminded that academic misconduct, including plagiarism, has serious consequences, as set out in the University Calendar: http://www.ucalgary.ca/pubs/calendar/current/k.html

GRADING

A student's final grade for the course is the sum of the separate assignments. It is not necessary to pass each assignment separately in order to pass the course.

The University of Calgary **Undergraduate Grading System** and Faculty of Social Work Percentage Conversion will be used.

Grade	Grade	Description	Percentage
	Point		Range
A+	4.0	Outstanding	95 - 100
А	4.0	Excellent – superior performance, showing comprehensive understanding of subject matter	95 – 100
A-	3.7		90 – 94
B+	3.3		85 – 89
В	3.0	Good – clearly above average performance with knowledge of subject matter generally complete	80 - 84
B-	2.7		75 – 79
C+	2.3		70 – 74
С	2.0	Satisfactory – basic understanding of subject matter	65 – 69
C-	1.7		60 - 64
D+	1.3		55 – 59
D	1.0	Minimal Pass – marginal performance	50 - 54
F	0.0	Fail – unsatisfactory performance or failure to meet course requirements	Below 50

COURSE EVALUATION

Student feedback will be sought at the end of the course through the standard University and Faculty of Social Work course evaluation forms.

Students are welcome to discuss the process and content of the course at any time with the instructor.

ADDITIONAL SUGGESTED READINGS

FAMILY PRACTICE MODULE

Alexander, J.F., Waldron, H.B., Robbins, H.B., & Neeb, A.A. (2013). *Functional Family Therapy for Adolescent Behavior Problems*. Washington, D.C.: American Psychological Association.

Gehart, D. (2010). *Mastering Competencies in family therapy: a practical approach to theory and clinical case documentation*. Belmont, CA, USA: Brooks/Cole Cengage Learning.

Goldenberg, H., & Goldenberg, I. (2012). *Family therapy: an overview* (8th ed.). Belmont, CA: Thomson Brooks/Cole.

Kaslow, N.J., Bhaju, J., & Celano, M.P. (2011). Family Therapies (3rd ed.). In A.S. Gurman & S.B. Messer (Eds.), *Essential psychotherapies* (pp. 297-344). New York: The Guilford Press.

McGoldrick, M., Carter, B., & Preto, N.G. (Eds.) (2011). *The expanded family life cycle: individual, family, and social perspectives.* New York: Allyn & Bacon.

McGoldrick, M., & Gerson, R. (1989). Genograms and the family life cycle. In B. Carter & M. McGoldrick (Eds.), *The changing family life cycle: a framework for family therapy* (2nd ed.) (pp. 164-187). Toronto: Allyn and Bacon.

Nichols, M.P. (2012). Family therapy: concepts and methods (10th ed.). Boston: Pearson.

- Rasheed, J.M., Rasheed, M.N., Mikal, N., & Marley, J.A. (2011). *Family therapy: models and techniques*. Thousand Oaks, CA: Sage Publications.
- Ryan, C.E., Epstein, N.B., Keitner, G.I., Miller, I.W., & Bishop, D.S. (Eds.) *Evaluating and treating families: the McMaster Approach*. New York: Routledge.
- Ungar, M. (2011). Counseling in challenging contexts: working with individuals and families across clinical and community settings. Belmont, CA: BROOKS/Cole

UNIVERSITY OF CALGARY POLICIES AND SUPPORTS

PROFESSIONAL CONDUCT

As members of the University community, students and staff are expected to demonstrate conduct that is consistent with the University of Calgary Calendar http://www.ucalgary.ca/pubs/calendar/current/k-2.html

Students and staff are also expected to demonstrate professional behaviour in class that promotes and maintains a positive and productive learning environment. Consistent with the aims of the Social Work Program and the University of Calgary, all students and staff are expected to respect, appreciate, and encourage expression of diverse world views and perspectives; to offer their fellow community members unconditional respect and constructive feedback; and to contribute to building learning communities that promote individual and collective professional and personal growth. While critical thought and debate is valued in response to concepts and opinions shared in class, feedback must always be focused on the ideas or opinions shared and not on the person who has stated them.

Students and staff are expected to model behaviour in class that is consistent with our professional values and ethics, as outlined in the Canadian Association for Social Workers, Code of Ethics (2005) and the Alberta College of Social Work Standards of Practice (2019). Both can be found online at: https://acsw.ab.ca/site/practice-resources?nav=sidebar

ACADEMIC ACCOMMODATION

It is the student's responsibility to request academic accommodations according to the University policies and procedures. Students seeking an accommodation based on disability or medical concerns should contact Student Accessibility Services (SAS). SAS will process the request and issue letters of accommodation to instructors. For additional information on support services and accommodations for students with disabilities, visit <u>www.ucalgary.ca/access/</u>. Students who require an accommodation in relation to their coursework based on a protected ground other than disability should communicate this need in writing to their Instructor. The full policy on Student Accommodations is available at <u>http://www.ucalgary.ca/policies/files/policies/student-accommodation-policy.pdf</u>.

RESEARCH ETHICS

"If a student is interested in undertaking an assignment that will involve collecting information from members of the public, they should speak with the course instructor and consult the CFREB Ethics Website (http://www.ucalgary.ca/research/researchers/ethics-compliance/cfreb) before beginning the assignment.

ACADEMIC MISCONDUCT

For information on academic misconduct and its consequences, please see the University of Calgary Calendar at <u>http://www.ucalgary.ca/pubs/calendar/current/k.html</u>

INSTRUCTOR INTELLECTUAL PROPERTY

Course materials created by professor(s) (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the professor(s). These materials may NOT be reproduced, redistributed or copied without the explicit consent of the professor. The posting of course materials to third party websites such as note-sharing sites without permission is

prohibited. Sharing of extracts of these course materials with other students enrolled in the course at the same time may be allowed under fair dealing.

COPYRIGHT LEGISLATION

All students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright (<u>www.ucalgary.ca/policies/files/policies/acceptable-use-of-material-protected-by-copyright.pdf</u>) and requirements of the copyright act (<u>https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html</u>) to ensure they are aware of the consequences of unauthorised sharing of course materials (including instructor notes, electronic versions of textbooks etc.). Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy.

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

Student information will be collected in accordance with typical (or usual) classroom practice. Students' assignments will be accessible only by the authorized course faculty. Private information related to the individual student is treated with the utmost regard by the faculty at the University of Calgary.

SEXUAL VIOLENCE POLICY

The University recognizes that all members of the University Community should be able to learn, work, teach and live in an environment where they are free from harassment, discrimination, and violence. The University of Calgary's sexual violence policy guides us in how we respond to incidents of sexual violence, including supports available to those who have experienced or witnessed sexual violence, or those who are alleged to have committed sexual violence. It provides clear response procedures and timelines, defines complex concepts, and addresses incidents that occur off-campus in certain circumstances. Please see the policy available at

https://www.ucalgary.ca/policies/files/policies/sexual-violence-policy.pdf

OTHER IMPORTANT INFORMATION

Please visit the Registrar's website at: <u>https://www.ucalgary.ca/registrar/registration/course-outlines</u> for additional important information on the following:

- Wellness and Mental Health Resources
- Student Success
- Student Ombuds Office
- Student Union (SU) Information
- Graduate Students' Association (GSA) Information
- Emergency Evacuation/Assembly Points
- Safewalk