Department of Community Health Sciences

Undergraduate Student Handbook

2010 – 2011

Mission:

The Department of Community Health Science strives for excellence in education, research, and in service to our communities.

This handbook is intended to serve as a guide for Community Health Sciences policies and procedures, and to offer supplementary information about the Department. It does not replace information that is in the Brock Undergraduate Calendar. The format is meant to answer some of the questions asked most frequently about Community Health Sciences.

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2.0 Message from the Chair

Greetings,

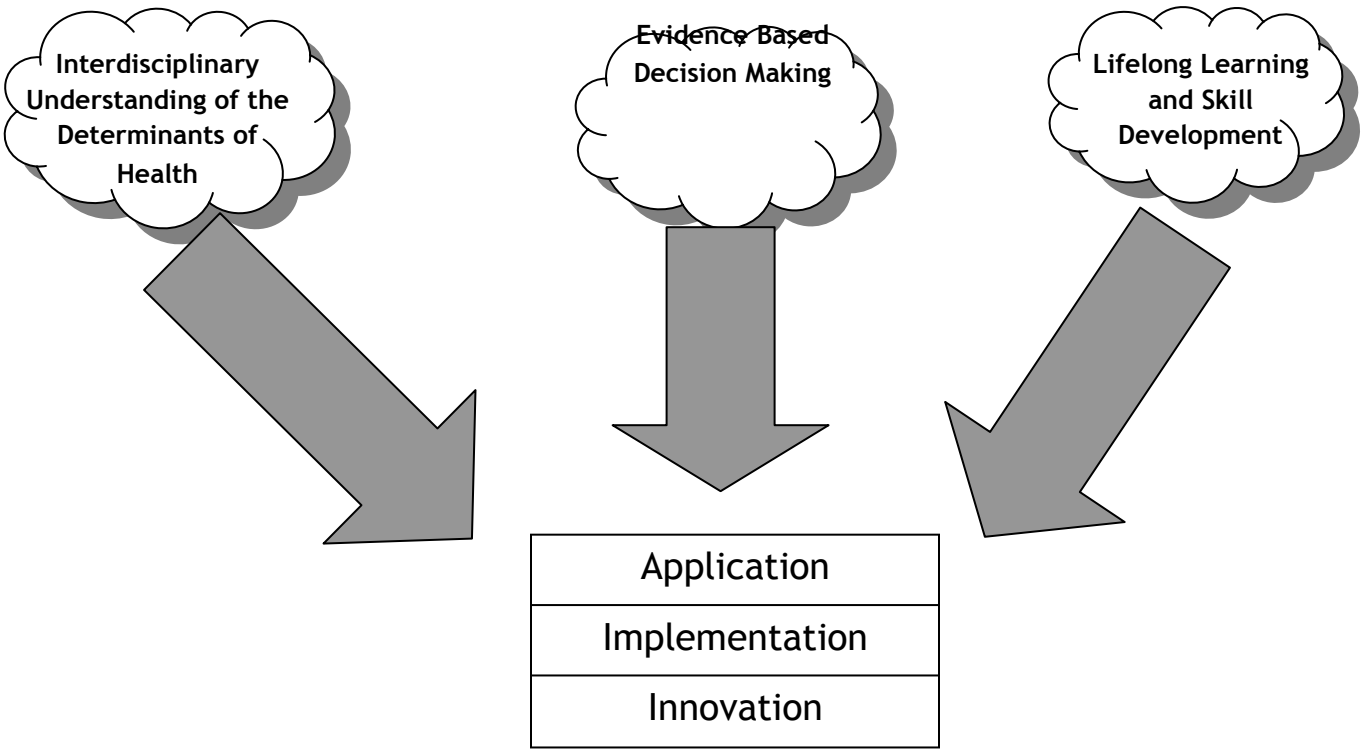
On behalf of all of the members of the Department of Community Health Sciences, I want to welcome you. You have joined a very energetic and highly qualified group of people dedicated to understanding and improving human health. We are proud of the fact that the members of our department come from a broad array of disciplines, providing a multidisciplinary focus on the study of the determinants of health and well-being.

Moreover, all members of our faculty are actively involved in health research and many are nationally and internationally recognized scholars. But most importantly, we are all highly committed to excellence in teaching. It is because of the diversity in expertise, a shared passion for health research, and a united commitment and devotion to health education that students can be assured that they will receive the best possible academic training. As such, we hope that your time in our department will be stimulating, challenging and rewarding, and will play an important role in your future career aspirations.

Sincerely,

Terrance J. Wade, PhD
Chair, Department of Community Health Sciences
Canada Research Chair in Youth and Wellness
Brock University

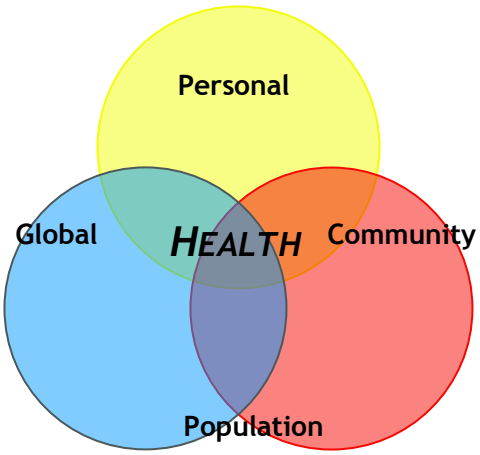
3.0 CHSC LEARNING PERSPECTIVE MODEL



Model Summary

In our CHSC courses, we are attempting to provide you with an interdisciplinary understanding of the determinants of health, evidence-based decision-making, and a desire for lifelong learning and skill development.

With this knowledge and skill, you should you be able to apply, implement, and use innovations to improve health (which is a multi-faceted, overlapping system of personal, community, population, and global aspects).



Developed at the CHSC Faculty Retreat, May 28, 2004

4.0 People in the Department

4.1 Full-time Faculty

Name	Title	Contact Info	Courses Taught 2010-2011
Dr. Anthony Bogaert	Professor	tbogaert@brocku.ca X 4085	CHSC 2P50 Sabbatical – Jan-July 2011
Dr. Brent Faught	Associate Professor	bfaught@brocku.ca X 3586	CHSC 1F90 CHSC 4P99 CHSC 4F90
Dr. John Hay	Professor	jhay@brocku.ca X 4017	CHSC 3P80 CHSC 4P80 AHSC 5P80
Dr. Brian Jeynes	Associate Professor	bjeynes@brocku.ca X 4387	CHSC 2F95 CHSC 4P95
Madelyn Law (PhD Cand.)	Instructor	mlaw@brocku.ca X 5386	CHSC 1F90 CHSC 3P60 CHSC 4P44
Dr. Kelli-an Lawrance	Associate Professor	klawrance@brocku.ca X 4288	CHSC 2P49 CHSC 3F20 CHSC 3P21
Dr. Paul LeBlanc	Associate Professor	pleblanc@brocku.ca X 4216	CHSC 2P91 CHSC 3P93
Dr. Jian (Jason) Liu	Associate Professor	jliu@brocku.ca x 5106	Sabbatical–July-Dec. 2010 CHSC 2P07 CHSC 3P07
Dr. Dan Malleck	Associate Professor	dmalleck@brocku.ca X 5108	CHSC 2P15 CHSC 2P60 CHSC 4P60 AHSC 5P00
Dr. Miya Narushima	Associate Professor	mnarushima@brocku.ca X 5149	CHSC 2P40 CHSC 3P50 CHSC 3P37 CHSC 3P59
Dr. Debbie O'Leary-Myers	Associate Professor Director, Brock Heart Institute	doleary@Brocku.ca X 4339	CHSC 3P90 CHSC 3P91 CHSC 3P95
Dr. Ana Sanchez	Associate Professor	asanchez@brocku.ca X 4388	CHSC 3P97 CHSC 4P97
Dr. Martin Tammemagi	Associate Professor	mtammemagi@brocku.ca X 5169	CHSC 2P27 CHSC 4P50 AHSC 5P00
Dr. Evangelia (Litsa) Tsiani	Associate Professor	ltsiani@brocku.ca X 3881	CHSC 2P09 CHSC 3P09 AHSC 5P96
Dr. Terrance Wade	Associate Professor	twade@brocku.ca X 4146	Department Chair 2010-2013
Dr. Hui Di Wang	Associate Professor	huidi.wang@brocku.ca X4819	CHSC 3P19 CHSC 4P19

4.2 Part-Time Faculty

Name	Title	Contact Info	Courses Taught
TBA	Lecturer		CHSC 2P07 (D2)
TBA	Lecturer		CHSC 2P21
TBA	Lecturer		CHSC 2P97
TBA	Lecturer		CHSC 3P94

4.3 Staff Members

Name	Title	Contact Info
Joanne Boucher	Administrative Assistant	chsc@brocku.ca X 4228
Jackie Bean	Undergraduate Program Coordinator	jrobb@brocku.ca X 4790

5.0 - Degree Programs

- Bachelor of Arts (Pass) – Community Health
- Articulation agreements with BA (Pass) Community Health
  - Dental Hygiene Diploma (Niagara College)
  - Pharmacy Technician Diploma (Lambton College)
- Bachelor of Arts (Honours) – Child Health
- Bachelor of Science (Honours) – Health Sciences
- Bachelor of Public Health (Honours)

5.1 Types of Degrees

Honours - minimum 70% major average and 60% non-major average
- 20.0 credits (4 Yr)

Pass - minimum 60% major average and 60% overall average
- 15.0 credits (3 Yr)

5.2 Continuing to Year Two…

Acceptance into a program in year one does not guarantee you will remain in the program; you must meet the minimum requirements set out by both the Department and University in order to proceed into year two as a declared major.

In all of the degrees offered by the Department of Community Health Sciences; students must achieve a minimum grade of 60% in both CHSC 1F90 and MATH 1P98 or MATH 1F92. In addition, to proceed in an Honours degree, students must have a minimum MAJOR average of 70% and NON-MAJOR average of 60%; to proceed in a Pass degree, students must maintain a minimum 60% MAJOR and 60% OVERALL average.

You do not have to fill out a change of major form if you began as the major you intend to follow AND you have met the year one requirements stated above.

For students hoping to pursue one of the diploma programs offered as part of an articulation agreement, the requirements differ slightly.

- Niagara College: Dental Hygiene – 65% in both CHSC 1F90 and MATH 1F92; overall average of 70%.

- Lambton College: Pharmacy Technician – 65% in both CHSC 1F90 and MATH 1F92; overall average of 60%

5.3 Applying to Fourth Year (Honours)

Students intending to enter the fourth year or "Honours" year in a degree must apply to the Department; you are eligible to apply after completion of 13.5 credits, including all required third year courses, and the minimum averages. A ***70% major average and 60% non-major average is required to be considered for any Honours program*** at Brock University. Failure to maintain these averages once in fourth year will result in ineligibility to graduate with an Honours degree. Applications may be handed into the Office of the Registrar (3rd floor, Schmon Tower) or to the Department.

6.0 - Registration Information

Duration	Dates	Credit Value	Course Codes
D1	September – April	1.0	F
D2	September – December	0.5	P, Q, V
D3	January - April	0.5	P, Q, V

Note: A 'Y' in the course code represents a 0.25 credit and is very rare; please see appropriate department for details if you are interested in this type of course.

Courses are coded in a way to represent the department/centre, the credit value and the level at which the course is offered.

e.g. CHSC 1F90

'CHSC' – represents the Department offering the course

'1' – represents the year

'F' – represents the weight (1.0 credit)

'90' – random numbers assigned by the department (these do matter, but not until 3rd/4th year)

6.1 Preparing for Class Registration

Look at your program of study in Undergraduate Calendar (and see appendices) – you must follow the program year according to what's listed on the "Program Status" tab in the Student Self-Serve (my.brocku.ca).

Then, visit the Fall/Winter Registration Guide to view the courses that will be offered in the upcoming F/W session. You can begin to build your schedule, starting with your required courses and moving to electives.

6.2 Electives

When your program plan states that you have a certain number of electives, this is your chance to take courses outside of your department and area of concentration. These can be chosen from any department, providing you have the prerequisites and meet any other requirements (i.e. certain number of credits).

Think hard about these choices as they provide an opportunity to take several courses in another field that could complement your major courses. In some cases, students choose to take electives out of several areas to gain a general understanding of basic issues in a few areas.

If you are *planning to continue to graduate studies* you may wish to look into programs to which you may apply and check any prerequisites. For example, some Physiotherapy programs require Psychology or English so you'd need to take PSYC 1F90 and/or an English credit if you are thinking of applying into this program, in addition to anatomy and physiology. Dental schools often require calculus, biochemistry, organic chemistry and microbiology. In some cases, you may find that you need a third year course that has a second year prerequisite, so even if you don't need the second year course for the program you are going to apply into, you may have to take it to get the prerequisite in third year. There is definitely some planning associate with electives!

6.3 Course Descriptions

See the current Undergraduate Calendar for updated course descriptions. This is a live document, so it is constantly updated and it's a good idea to check periodically for any changes.

6.4 Course Restrictions

Most CHSC courses are restricted to our majors, and in some cases, specific major groups until the date specified in the Registration Guide. This means that designated majors have a chance to register in our courses until the first-second week of August. In 2010, August 10th was the restriction date, so on and after August 7th, any spots left in most of our courses were free for anyone else to take.

Certain classes, such as 2P07 and 2P27, are only open to our majors. This is because they are very specific to the degrees we offer in the department and other students typically find similar courses in their own departments or space is too limited to allow non-majors in.

Similarly, you will find that many departments restrict their classes to their majors. So, you cannot register in PEKN courses, for example, until the date in the registration guide. At this point, you may register if there are spaces AND you have the prerequisites listed.

6.5 Directed Readings and Internships

CHSC 3P30, 4P30 – The concept of Directed Readings is to provide opportunities for students to explore a topic of study that falls outside the usual curricular offering. The role of the student is to select the topic and negotiate with a Professor the tasks to be completed. The role of the professor is to facilitate the self-exploration by the student, and to represent the University in the evaluation process of the work completed.

CHSC 3P33 – This is a volunteer internship requiring a minimum of 50 hours at a health-related placement of the student's choice; a supervisor both at the placement and from the Department's Faculty members is required.

Typically, students require a 75% average to apply to a directed reading or internship.

CHSC 4F90 – The undergraduate Thesis is a great option for strong students, especially those considering applying to graduate programs with a thesis component. An 80% average is required and students are responsible for finding a Faculty supervisor. There is a one-hour biweekly seminar scheduled for this course and the thesis is completed through independent study and frequent meetings with the supervisor.

6.6 Letter of Permission

If you are wishing to do a course at another institution, and have it transferred back to Brock towards your degree, it is called doing a course on 'Letter of Permission.' There are a few steps to take before you can enrol at the host institution:

Obtain a copy of the course description (current syllabus if possible) of the class you want to take and submit it, along with the LOP form to the corresponding department.

e.g., If it's a Psychology based course you would take it to the Psychology department.

The department will then review it and compare to Brock classes. Courses may be approved as Brock equivalent (i.e. CHSC 1F90) or unspecified (i.e. CHSC Year 1 unspecified – 0.5 credit) at the discretion of the Department. If approved, you then take your forms to the Registrar's office to be processed. *You MUST register at Brock prior to registering at the host institution*.

Keep in mind that courses done on LOP show up on your transcript as a 'P' (Pass) or 'F' (Fail), so there is no effect on your average. Students are responsible to ensure a final transcript is sent to Brock from the host institution. Failure to do so will result in a failing grade listed on your Brock transcript.

The Department of Community Health Sciences does not allow majors to take any required courses via LOP; departmental majors are welcome to complete electives on LOP.

6.7 Transfer Credits

Student transferring from another institution may be assessed for transfer credits; this is done by Admissions within the Office of the Registrar. Any transfer credits will be used in the program plan as appropriate and every effort will be made to use all previously earned credits; transfer approval does not guarantee all credits can be used toward the program at Brock.

6.8 Overrides

Overrides are sometimes given to students who do not possess the listed prerequisites for a class. In some cases, students have taken the course prerequisites but might not have the minimum number of credits required; in others, such as a transfer student, a student might have taken the same course or a very similar course at another institution but the Brock system may not recognize this.

If you would like to request an override for a CHSC course you must CONTACT THE INSTRUCTOR; the Administrative Assistant or Academic Advisor may not grant overrides without consent from the Instructor.

6.9 Cross-listed Courses

Some courses are cross-listed; this means that two or more departments offer the course as major credit for their departmental majors because the content is multidisciplinary. One department is the primary 'holder' of the course and other department(s) may sometimes offer faculty to teach the course or offer TA support.

- i.e. CHSC 3P80 is cross-listed with CHYS 3P80

7.0 - Academic Advising

7.1 Program plans

Regulation Year – this is the year you first entered Brock and is used to determine the level of degree (Pass, Honours) if it has changed since you began studies

- Community Health (Honours) was discontinued as of 2008, but students who began prior to this may request to enter this program with permission to remain in the 2007 or previous regulations

Program Year – this is the year you entered a degree

- If you entered Brock as a Public Health major and have never changed or been removed, your program year and regulation year are the same

- If you've changed your major, the Program Year is the year you were admitted to the new degree

7.2 Booking an Academic Advising Appointment

When making an appointment, email the Undergraduate Program Coordinator, Jackie Bean (jrobb@brocku.ca) and use the following tips:

- ✓ Use Brock email account ONLY
- ✓ Full Name on record (i.e. Jackie Bean, not just "Jackie" or nicknames)
- ✓ STUDENT NUMBER – *always* include this in emails to any Brock faculty/staff, even if you've had previous meetings/conversations
- ✓ Brief reason for appointment (i.e. program plan, career inquiry) so I can allot appropriate amount of time
- ✓ A few date(s) and time(s) **YOU** are available; Jackie will then find the nearest mutually agreeable time and confirm this via email, so be specific in your initial request
- ✓ Be professional; grammatically correct (no text lingo; "C U", etc.) – this is a University environment so prove that you are an academic!
- ✓ Concise – we can chat at length in the appointment!

Note: Most appointments are schedule for 20 minutes but can be scheduled for a longer time if requested.

7.3 Preparing for your Academic Advising Appointment

If you have a meeting for academic advising, please come prepared with questions about the program, courses or timelines, and a general idea of what you want to accomplish in the session.

Do your research! If you want to talk about graduate schools, potential jobs, etc. please do some research first. Much of the information I can find is straight from the internet and easily accessible to you. I can help you figure out what courses you need to apply to schools or provide suggestions on the general direction you can take. *Remember - this is advising and not telling!* I cannot make decisions for you, but am very happy to help you uncover options and create a path to reach your academic and career goals.

7.4 Minors

Students interested may choose to pursue a minor in another field. A minor requires students to complete 3.0 – 5.0 credits (varies across departments/centres) in another area of study, distinct from his/her major. Visit Section IV-E of the Academic Regulations and University Policies for a list of minors. Some degrees, such as the BSc Health Sciences, are so prescribed that pursuing a minor may require students to take more than the mandatory number of credits for a degree.

Successful completion of a minor is printed on your transcript, but is not reflected on your diploma upon graduation.

8.0 Miscellaneous

Career Services

Visit *Career Services* in the **Learning Commons** of the *James A. Gibson Library* to find workshops on resume and cover letter writing, interview skills and job search strategies. Career Services has a resource centre in which students can find books, magazines and other documents pertaining to the job search and

postings. Assistants can help with career exploration using their numerous tools. Offering a variety of "PLUS" programs, students have a wide-range of services related to personal and career development available free of charge; two of the most popular include:

- ***MED Plus*** is a non-credit learning program run through Career Services that allows students interested in medicine and health to have hands-on opportunities to meet and interact with health professionals. Students involved in the program take part in volunteering, job shadowing, speaker series/occupational visits and skill development workshops in areas such as leadership training, first aid/CPR, MCAT preparation and self-awareness. Students can apply when entering Brock or for any consequent year; space is limited, especially in upper years. Contact Donna Chistoff (dchistoff@brocku.ca) for details.
- ***Experience Plus*** provides students with a non-academic transcript by tracking all on and off-campus volunteer opportunities, workshops attended, on-campus jobs and the skills and abilities you've acquired as a result of your extracurricular endeavours – it's free of charge and acts as a fantastic addition to your resume and portfolio

Student Development Centre **-** the *SDC* is located on the 4th floor of the Schmon Tower and offers a variety of services to students, including:

- Learning skills (tutoring database, note-taking, workshops covering areas such as essay writing, exam preparation and writing, time management, getting the most out of lectures and seminars, avoiding plagiarism and many more!)
- Aboriginal Student Services
- Services for Students with disAbilities
- Leadership programs
- Personal counseling – free to registered students

Learning Commons - http://learningcommons.brocku.ca/

Scholarships and Awards - Visit *Student Awards & Financial Aid* to search available scholarships and bursaries available to students, ranging from entrance to program based awards

Finance – visit http://www.brocku.ca/finance to find information about tuition, payment methods and deadlines, refunds, etc.

Community Connections – get involved during your years at Brock - http://brocku.ca/community-connections

CHSC Student Council

Departmental majors make up the CHSC Student Council. Typically, students are elected in first year, in CHSC 1F90, and may continue on council for the duration of his/her program. Sometimes students change majors or decide not to remain on council, so spots may become available for upper year students.

Student Council runs events to raise money for charities, scholarships or just for fun! For example, they run an annual Semi-Formal held in the winter term for all departmental majors to kick back, have fun and meet other students, faculty and staff.

In addition, the Student Council is a connection between students and the department and provide feedback, ideas and a student perspective to make the CHSC department most effective. Contact Joanne Boucher for contact information for the council executive.

Graduate Studies

Brock offers graduate studies in a variety of disciplines, including an MA and MSc in Applied Health Sciences. An overall average of 75% is typical for most graduate programs, but this varies across programs and institutions.

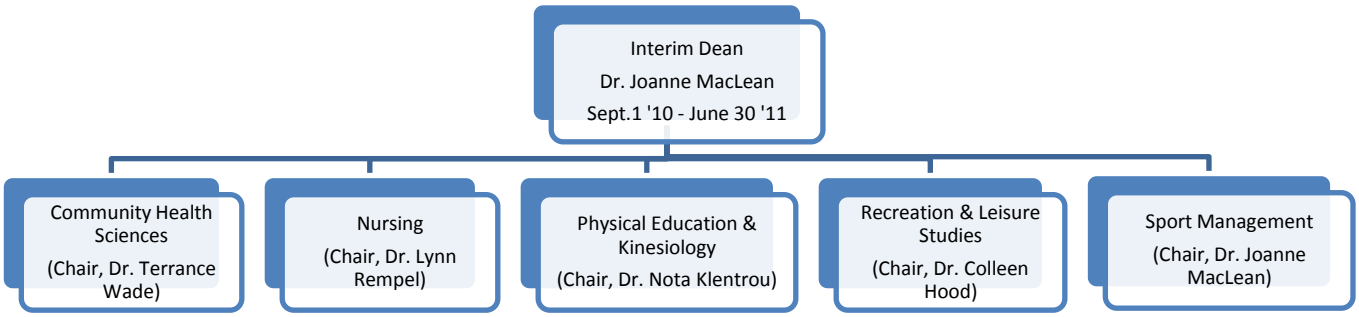
Located in D Block of Mackenzie Chown Complex, *Graduate Studies* at Brock has information on Brock's graduate programs and contacts.

Students interested in Teaching, Law, Medicine or Rehabilitative Sciences (Physiotherapy, Occupational Therapy, Speech and Language/Audiology) should visit OUAC and click on Professional Applications for details regarding all universities in Ontario offering these programs. For other programs, search the web by school or through the Association of Universities and Colleges of Canada database- http://oraweb.aucc.ca/dcu_e.html.

Visit the Department's website for links to more programs (found under Student Resources), medical certificate (if you miss a test/exam/assignment), and program plans (under Undergraduate Coordinator).

www.brocku.ca/applied-health-sciences

Appendix A - Faculty of Applied Health Sciences



Appendix B – CHSC Special Course Student Memorandums

CHSC 3P30, 4P30 – Directed Readings

The concept of the Independent Study Project and Directed Readings are, at their best, opportunities for students to explore a topic of study that falls outside the usual curricular offering. The concept of Independent Study Project/Directed Readings is flexible. The Independent Study Project/Directed Readings should be considered as a truly open learning experience, where the student chooses the area of interest and the Faculty member ensures that the work output is at the level of an undergraduate student. The role of the student is to select the topic and negotiate with the professor the tasks to be completed. The role of the professor is to facilitate the self-exploration by the student, and to represent the University in the evaluation process of the work completed. Typically, the student is required to submit three pieces of work (yet this could vary between Faculty mentors), again, form of the work is negotiated with the professor. The faculty member and the student contract the value, volume, and timelines for the work to be completed. The evaluative process then becomes one of collaboration, while the "learning" is primarily the responsibility of the student.

Using a contract system (Project Proposal Outline) approved by the Faculty mentor and the Chair, ensures that the Independent Study Project/Directed Readings cannot become an interminable project that takes longer than the normal career to complete. In some cases, it is recommend that the student begin the "project work" prior to enrolling "officially." This has been most successful since many of the individuals seeking the Independent Study Project/Directed Readings cannot attend class at the regular scheduled times because of external commitments (family, work, etc.). In this way the student begins the commitment to the Independent Study Project/Directed Readings but is not under the administrative pressure to complete the projected workload within a constrained time period. In any case, the role of the Faculty mentor is minimal relative to input, but the student's self-directed learning is what ensures success.

1. The student is required to complete **nine undergraduate credits with a minimum 75% major average** before proceeding with an Independent Study Project/Directed Readings course.
2. In order to proceed with an Independent Study Project/Directed Readings, the student must complete an agreement (Project Proposal Form) between the Faculty mentor and the student. The agreement must be approved by the Chair of Community Health Sciences.
3. When the mentor **is not** a faculty member in Community Health Sciences, a Biography/Resume/ Curriculum Vita is required and must be approved by the Chair of Community Health Sciences.

How do I apply? The first step is for the student to decide what they would like to study, and to then find a Faculty member that will suit their needs. Faculty members are under no obligation to take on directed reading students, this is a privilege, not a right. They then must discuss the project with that Faculty member and come to an agreement as to what will be required. The student and advisor must then fill out a Project Proposal form, which is available from the CHSC Undergraduate Program Coordinator (STH 322), and submit the completed form to the Departmental Administrative Assistant (STH 329). Upon approval from the Department Chair, the student may then register for the course. Students may take CHSC 3P30 or 4P30 in any term they wish (subject to Faculty availability).

If you have further questions please contact the CHSC Undergraduate Program Coordinator:

Jackie Bean, jrobb@brocku.ca, ext. 4790.

CHSC 3P33 - Internship

This course is designed to allow you to gain experience working in a health care setting under the guidance of an established health professional and requires you to accept a significant responsibility in organizing the internship. It allows you to explore and learn a specific profession within the health care community and will provide you with first hand experience within the health care setting which will assist you in your possible future career goals. Since it is largely self-directed, it also teaches you valuable independent study skills which will be of benefit at the fourth year and Graduate level.

There are three main requirements that are the student's responsibility before being allowed to register for CHSC 3P33. These are: **1. Finding a placement and a professional willing to supervise you; 2. Finding the time to complete the internship, including the components needed for evaluation; and 3. Finding a faculty member willing to act as your academic supervisor**. Faculty are under no obligation to take on internship students, this is a privilege, not a right. A suitable professional supervisor must be able to provide satisfactory evidence of being an established and recognized health care professional working in a safe and appropriate environment (Joe Whoozit's do-it-yourself neurosurgery would not make the grade here!).

The potential professional supervisor and placement must be approved by the Chair of Community Health Sciences. The potential supervisor must be willing to oversee your involvement, and be willing to write a one page summary evaluation of your internship experience. The time required by you is a **minimum** of 50 hours in the placement over a 12-week period (1 semester). You may take CHSC 3P33 in any term you wish (subject to Faculty availability). As well, you will be expected to submit **(1)** a journal of your experience and **(2)** a critical evaluation paper of the profession and or its therapies/techniques/theories. A faculty supervisor must be willing to accept you as a student and agree that your placement/supervisor are acceptable, evaluate the journal and critical paper and incorporate your placement supervisor's evaluation into a final grade. <u>The faculty supervisor is not responsible for finding or monitoring your placement.</u>

1. The student is required to complete **nine undergraduate credits with a minimum 75% major average** before proceeding with an Internship.
2. The student **must submit 3 forms** to the Departmental Administrative Assistant [i) Internship Proposal/Registration Form ii) Placement Supervisor Form iii) Work/Education Agreement Form]. These forms are available from the Department Academic Advisor (STH 322) and must be approved by the Chair of Community Health Sciences before students can register for the course.
3. When the mentor **is not** a faculty member in Community Health Sciences, a Biography/Resume/ Curriculum Vita is required and must be approved by the Chair of Community Health Sciences.

If you have further questions please contact the CHSC Undergraduate Program Coordinator/Advisor:

Jackie Bean, jrobb@brocku.ca, ext. 4790.

CHSC 4F90 – Undergraduate Thesis

Admission to the thesis course is not guaranteed. This course is normally available only to fourth year CHSC students with a major average of 80% or higher. If you hope to register for a thesis it is important to understand that it is the student's responsibility to come to an agreement with a CHSC faculty member to act as a thesis supervisor. The process of finding a thesis supervisor is normally completed in the winter term of Year Three. Brock faculty other than CHSC members can act as supervisors if agreeable. The registration form, which is available from the CHSC Academic Advisor, must be completed and signed by both student and thesis supervisor before the Department Chair can provide authorization. Once authorized, an over-ride will be provided and course registration will be possible.

Description:

Students should first discuss possible thesis options with their prospective supervisor. The thesis is a significant body of original work that can be reasonably completed over two terms. Typically students will meet with their supervisor on a weekly basis to discuss progress. The thesis must have a research component at the core and has an expectation of considerable self-directedness. The thesis itself may take several forms including, but not limited to; a traditional research paper, a manuscript ready for submission to a journal, a fully developed grant proposal, a program plan, or an original promotional or educational materials package (in various media formats). The thesis must result from some original work completed by the student that incorporates a significant research component. The nature of the research involved will vary widely depending on the interests of the student and the background of the supervisor. The written component of the thesis will be supplemented by a public presentation of the research during an "**Abstract Day**". Attendance and participation in scheduled seminars is expected. These seminars will include an evaluated "**Proposal Presentation**" where each student will present their project proposal to the seminar for discussion and debate.

Evaluation:

The course will be evaluated in three major components:

1. **Proposal Presentation:** Presentation of project in seminar.

2. **Abstract Day:** Presentation and defense of results in abstract form.

3. **Thesis evaluation** by supervisor.

4. Seminar attendance and participation is an expectation.

The percentage of the grade assigned to each component is to be determined in discussion with the thesis supervisor. The thesis component cannot be valued at less than 50% of the total grade and the abstract presentation and defense will be valued at 20%. Additional evaluation components may be incorporated in order to reflect novel circumstances or projects.

Timelines: The registration form usually must be completed and submitted prior to May 30. The scheduling of seminars and other evaluation components will be scheduled in September by the department coordinator. The completed thesis must be submitted prior to the first day of the exam period in the Winter Term. Timelines for various components of the project are to be negotiated with the thesis supervisor.

If you have further questions please contact the CHSC Undergraduate Program Coordinator:

Jackie Bean (jrobb@brocku.ca) X 4790