



Course & Session Number	SOWK 395 S03	Classroom*	Main Classroom: M1030 Breakout Rooms: M1062, M1064, M1068
Course Name	PRACTICE & EVALUATION WITH GROUPS		
Day(s) & Time	Thursdays, 9:00 a.m. to 11:50 a.m., MST		
Instructor	William Pelech, PhD, RSW	Office Hours	Thursdays, 12:00 p.m. to 1:00 p.m.
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EQUITY, DIVERSITY, INCLUSION, RECONCILIATION AND ANTI-RACISM

The Faculty of Social Work (FSW) is committed to anti-racist social work education and practice and to promoting and actualizing equity, diversity, inclusion and reconciliation. We affirm that diversity and differences are enriching and valuable, and that they can strengthen our teaching, learning, research, and community connections. We aim to foster an inclusive, thriving environment for our students, staff, postdoctoral fellows, and community members. We acknowledge the historic and ongoing effects of racism, systemic inequities and compounded disadvantages due to the intersection of social locations, particularly for members of racialized, Indigenous, disability and 2SLGBTQ+ communities, as well as those who have experienced socioeconomic, caregiving, religious, and cultural barriers to their education. We recognize, honour, and integrate diverse perspectives, experiences, and strengths into our work. See the faculty's [Statement on Anti-Black and Anti-Asian Racism](#), the work of the faculty's [Anti-Black Racism Task Force](#), and the university's [Indigenous strategy](#).

SYLLABUS STATEMENT

Introduction to theories and skills for working with groups within a context of practice and assessment frameworks.

COURSE DESCRIPTION

This course provides an introduction to social work with groups, including basic group work concepts and skills. An understanding of group processes and methods in typical group, community,

organizational and planning situations will be emphasized. This course prepares students to facilitate both task and interventive groups through its use of task groups in the planning of an interventive group.

COURSE LEARNING OUTCOMES

Upon completion of this course, students will be able to:

1. Understand the types and functions of groups in the profession of social work;
2. Understand selected group work concepts and theories and be able to apply them in the assessment of small group functioning;
3. Understand what it is that group members bring into a group in terms of expectations and personal life experience and how to encourage therapeutic contributions.
4. Demonstrate beginning skills in effective leadership of groups in social work practice;
5. Critically reflect on their professional skills and personal presence in group work;
6. Appreciate the cultural limitations of mainstream group work approaches; and
7. To demonstrate the ability to design a specific therapeutic group.

LEARNING RESOURCES

REQUIRED TEXTBOOKS AND/OR READINGS

Bastien, B. (2014). Sacred science of circles: An inclusive approach to social work practice. Pelech, W., Ring, K., & LaRocque, S. (Eds.). *Unity in diversity: Embracing the spirit of group work*. Whiting & Birch Ltd.¹

Gitterman, A. (2008/1989). Building mutual support in groups. *Social Work with Groups*, 12(2), 5-21.¹

Pelech, W., Basso, R., Lee, C., & Gandarilla, M. (2016). *Inclusive group work*. Oxford University Press.

LEARNING TECHNOLOGIES AND REQUIREMENTS

A D2L site is set up for this course, which contains required readings and other relevant class resources and materials. A laptop, desktop or mobile device with Internet access, microphone and speaker is required for D2L access.

RELATIONSHIP TO OTHER COURSES

SOWK 395, as one of the methods oriented required courses, provides an opportunity to apply concepts and skills learned in the Practice with Individuals course and apply them in a group context. There is no pre or co-requisite for this course.

¹ Available on the SOWK 395 D2L course site.

CLASS SCHEDULE

Date	Topic	Readings	Assignments
Jan 13*	<ul style="list-style-type: none"> • Opening Circle • Course Orientation • What is Group Work? • Attributes & Dynamics of a Group • Planning Time 	Pelech et al. Chapter 1 & 2 Gitterman (2008/1989)	
Jan 20*	<ul style="list-style-type: none"> • Diversity: A Strengths-based Approach • Principles of Inclusive Group Work • Planning a Group with a Focus on Diversity • Planning Time 	Pelech et al. Chapters 3, 4 & 6	Submit Peer Support Group Facilitation Schedule by 9:00 am
Jan 27*	<ul style="list-style-type: none"> • Peer Support Group & Debrief • Diversity of Purposes • Ethics and Standards • Planning Time 	Pelech et al. Chapters 5 & 7	
Feb 3	<ul style="list-style-type: none"> • Peer Support Group & Debrief • Group Development & Analysis • The Process Group • Beginnings 	Pelech et al. Chapters 8 & 9	Facilitator 1 Facilitation Analysis due by 11:59 pm
Feb 10	<ul style="list-style-type: none"> • Peer Support Group & Debrief • Group Leadership • Facilitating Skills • Planning Time & Formative Evaluation 	Pelech et al. Chapter 10	Facilitator 2 Facilitation Analysis due by 11:59 pm
Feb 17	<ul style="list-style-type: none"> • Peer Support Group & Debrief • Group Work in Indigenous Communities • Guest Lecture: • Planning Time 	Bastien (2014)	Facilitator 3 Facilitation Analysis due by 11:59 pm
Feb 24	Winter Break – No Class		
Mar 3	<ul style="list-style-type: none"> • Peer Support Group & Debrief • Middle Phase • Problem-solving & Decision-Making • Planning Time 	Pelech et al. Chapter 11	Facilitator 4 Facilitation Analysis due by 11:59 pm
Mar 10	<ul style="list-style-type: none"> • Peer Support Group & Debrief • Advanced Skills • Professional Use of Self • Planning Time 	Pelech et al. Chapter 12	Facilitator 5 Facilitation Analysis due by 11:59 pm
Mar 17	<ul style="list-style-type: none"> • Conflict Resolution • Planning Time 		Facilitator 6 Facilitation Analysis due by 11:59 pm
Mar 24	• Group A (Beginnings) Presentation & Simulation	Pelech et al.	

	<ul style="list-style-type: none"> • Evaluation & Endings • Planning Time 	Chapter 13	Group A Presentation & Simulation
April 1	<ul style="list-style-type: none"> • Group B (Middle Phase) Presentation & Simulation • Class Selected Topics • Planning Time 		Group B Presentation & Simulation
Apr 8	<ul style="list-style-type: none"> • Group C (Endings) Presentation & Simulation • Closing Circle • Course Evaluation 		Group C Presentation & Simulation
Apr 18			Task Group Analysis Due 11:59 pm via D2L Dropbox

Note: As per the University directive, these classes will be delivered online via Zoom. Later classes may be affected. Use the following link for all zoom classes: <https://ucalgary.zoom.us/j/93702452367>
Meeting ID: 937 0245 2367 Passcode: 440513

Please note important dates for Winter 2022:

- Add/Drop/Swap and Withdraw deadlines: Check the Student Centre
- Block Week: Monday – Friday, January 3 – 7, 2022
- Start of Classes: Monday, January 10, 2022
- Term Break, no classes: Sunday – Saturday, February 20 – 26, 2022
- End of Classes: Tuesday, April 12, 2022
- End of Term: Friday, April 29, 2022
- Alberta Family Day, no classes: Monday, February 21, 2022
- Good Friday, no classes: Friday, April 15, 2022
- Easter Monday, no classes, Monday, April 18, 2022

ADDITIONAL CLASSROOM CONDUCT AND RELATED INFORMATION

MEDIA RECORDING FOR ASSESSMENT OF STUDENT LEARNING

The instructor may use media recordings as part of the assessment of students. This may include but is not limited to classroom discussions, presentations, clinical practice, or skills testing that occur during the course. These recordings will be used for student learning purposes only and will not be shared or used for any other purpose.

ASSESSMENT COMPONENTS

Assignment 1: Peer Support Group & Facilitation Analysis (30%) - Variable Deadlines: February 3, 10, 17 and March 3, 10 & 17, 2022 via SOWK 395 Dropbox by 11:59 p.m.

Aligned Learning Objectives: 1, 2, 3, 4 & 5

Assignment Description:

This assignment provides students with the opportunity to experientially learn about group membership and facilitation. Given the significant impact of the COVID-19 pandemic and its response, it also provides students with a means of peer support and mutual aid.

Students will be assigned to a group by the instructor at the start of the course. *Please note, students will remain in the same group for their group projects.* For the purpose of this assignment, each group will have the opportunity to develop their own facilitation schedule. A written copy of the group's facilitation schedule should be submitted to the instructor via email by Tuesday, January 20th at 9:00 a.m.

There are two parts to this assignment: 1) Group facilitation and participation; and 2) Facilitation Analysis.

1) Group Facilitation and Participation

In their small group, each student will have the opportunity to facilitate/lead one session of the Peer Support Group and to be a participant in the groups facilitated/lead by their peers. Between the third and eighth instructional weeks inclusively (i.e., Jan. 27, Feb. 3, Feb. 10, Feb. 17, Mar. 3, and Mar. 10), scheduled classes will commence with students participating in their respective Peer Support Groups. The Peer Support Groups will be 20 minutes in duration, beginning promptly at 9:00 am and ending promptly at 9:20 a.m. Immediately after each group session, the group will have 10 minutes to debrief their experience. This may include, but is not limited to, a discussion of each members' affective experiences during the group, ideas about successes and challenges, thoughts about what worked well/what you might try differently in similar situations in the future, perspectives on 'critical incidents' (i.e., turning points for the better or worse), observations regarding shifts in the group development and/or functioning relative to previous group sessions, etc.

Please note, the Peer Support Groups and Debriefs may be recorded for learning purposes. They may only be shared with their respective group participants and course instructor.

2) Facilitation Analysis

A week after each Peer Support Group, the designated group facilitator/leader will submit their facilitation analysis. This facilitation analysis should be a critical analysis and NOT primarily descriptive. It should include ideas about the group's development, the facilitator's ideas about successes and challenges, the facilitator's most significant personal learnings, and the facilitator's goals for future development.

Assessment Criteria:

Please note, students will be marked on the depth and breadth of their critical reflection NOT on their facilitation skills as demonstrated in the session itself. Submission date is within 7 days of facilitation (i.e., D2L Dropbox by 11:59 p.m. on the Thursday following their respective group facilitation). Peer support group facilitation analyses will be graded according to the following criteria:

Grading Criteria for the Peer Support Group Facilitation Analysis (Rubric will be available on SOWK 395 D2L Site)

- Specificity - identifies specific examples (e.g., behaviours, interactions, interventions) from the group in support of the analysis;
- Constructive Criticism - at least two strengths as well as two aspects for further development are identified supported by suggestions drawn from the literature.

- Integration of Theory & Practice - statements made about the strengths and limitations of the workers facilitation of the exercise supported by references;
- Implications for Professional Development- three goals for furthering their skills with specific plans for improvement are outlined in the analysis;
- Evidence of a Distillation Process - the paper should not exceed 1000 words; it offers a concise and detailed analysis rather than a general description;
- Technical Merit – Format - well organized with clearly delineated structure, double-spaced, follows APA guidelines; Clarity - in terms of language, syntax, spelling, punctuation, sentence structure; and
- Meets Deadline – assignment is handed in on time, unless otherwise contracted (prior to the original due date).

Assignment 2: Group Proposal and Simulation (40%) - Variable Deadlines: March 24, April 1 & 8, 2022, in-class by 9:00 a.m.

Aligned Course Learning Outcomes: 1, 3, 4, 5, 6 & 7

Assignment Description:

The class will form three small task groups (6-8 members). The purpose of these groups will be to prepare and present a group proposal, as well as plan and simulate a session from the proposed group. Each group will identify a particular client population and need that the group will be intended to address. Students are encouraged to use the presentation and simulation as an opportunity to explore topics and groups dynamics of mutual interest. Planning time will be set aside at the end of each class. Breakout rooms (M1062, M1064, M1068) will be made available for group work prior to the presentation for development of group proposals and simulation planning. Task group members are encouraged to take turns as facilitators of planning group meetings. Additional planning time may be arranged by group members after class or when classes are not meeting. To prepare for the Task Group Analysis assignment, task group members are strongly encouraged to journal and/or keep records of their meetings.

1) Group Proposal

To prepare and orient the class to the issues to be addressed in each simulation, each task group is expected to prepare and present a proposal for group work which focuses on a specific population and need. The proposal shall not exceed 2000 words (not including client scenarios, evaluation forms and references). The proposal will be presented to the class prior to the simulation. This presentation is not to exceed **30 minutes** in duration. Each group should choose a specific population and need that it thinks is amenable to a group work approach and describe some of the basic characteristics of the proposed group, as outlined in the text (see Chapter 6: Planning a Group with a Focus on Diversity, and Appendix: B Group Planning Checklist) including but not limited to:

- Needs assessment - the population, problem, and needs that the group is intended to address;
- Purpose - purpose statement, goals and objectives, and group name;
- Group Structure - size, open/closed, sessional topics/themes, group rules, scheduling, number, and duration of meetings;
- Recruitment and selection of members - advertising, recruitment strategies and selection criteria;
- Content and activities - theoretically informed content for group's sessions;

- Location, Time, and Accommodations - appropriate and accessible time, location, and meeting space; necessary equipment and materials;
- Evaluation of progress achieved by the group or its members.

The proposal should include **session plans for each stage of group**: Beginning, middle, and ending stages. Each session should be between one and two hours in duration. Each session plan shall include:

- Timing
- Activity descriptions/instructions
- Purpose of session
- Purpose of each activity
- Materials needed
- Check-in
- Check-out
- Ritual – to begin and close
- Alternative activity (optional)
- References

Each student in the group will prepare individual client's scenarios in relation to the group members served in their group simulation. These scenarios will include that member's history that brought them to the group, challenges, and strengths of the member; and how they could benefit from the group experience. These will be handed in with the proposal.

Arrangements can be made with the instructor for copying of materials for use during class presentations.

Assessment Criteria:

The grade for this assignment will be derived from two sources:

Task Group Members - Group self-grading – 15% - distributed by group members (focusing on each member's overall contributions to the planning, implementation, and effectiveness of the presentation/proposal). A group grading form must be completed by each member.

Instructor – 25% - group grade derived from the proposal and presentation. Presenters are asked to submit a copy of the proposal and slides from their presentation to the instructor.

Note: Group simulations will not be graded.

Grading Criteria for Group Proposals (see also SOWK 395 D2L site for rubric)

Group Proposals will be graded according to the following criteria:

- Comprehensiveness - to what extent are the major elements of the group design described?
- Theoretical Integration - Is rationale for the group explained and is the proposed design supported by related references? Related references include references which focus on the population, group context and problem/issue addressed by the proposed group supplemented by relevant course readings and handouts.
- Clarity - how clearly are the major elements of the group design presented?
- Use of Group work - to what extent is the task group utilized in the presentation?

- Authenticity - the extent to which the class understands the roles, identities, needs, and experiences, strengths and challenges that workers and members bring to this group.
- Additional criteria - see rubric on the SOWK 395 D2L site

2) Group Simulation

Each group will design and role-play one meeting of their proposed interventive group at a specified stage of development. Group A will present a beginning group session, Group B will present middle group session and Group C will present an ending session. Though there is a wide range of potential social work groups to simulate, each group simulation must allow for extensive interaction between participants. Depending upon the size of their task group, task group members will choose one or two group members who will serve as workers for their simulations. Other group members should choose an identity and role to be acted out during the simulation. Each simulation will be between 45 to 60 minutes in duration. Thus, each task group will be responsible for a presentation and a simulation totaling no more than 90 minutes in duration.

Assignment 3: Task Group Analysis (30%) – Due April 18, 2021, via SOWK 395 D2L Dropbox by 11:59 p.m.

Aligned Course Learning Objectives: 1, 2, 5 & 6

Assignment Description:

This assignment asks each student to identify the dynamics as they were played out over the life of their **task group** and critique how these dynamics affected the accomplishment of the assigned task – namely the planning of the learning activities, presentation, and simulation by the group. Students are strongly encouraged to work on this assignment throughout the course. Reflecting on each planning group session may be helpful in terms of the final analysis. Below are some of the dynamics which should be addressed in the analysis and some questions that may be explored relating to each dynamic:

- Member relationships & interaction patterns
- Member roles and leadership
- Group norms
- Group decision-making and use of differences
- Expression and resolution of conflicts

Questions to ponder:

- How did the dynamics contribute to the development of an empowering group process?
- How do you think the dynamics influenced the group product/presentation?
- What emerged as the strengths, obstacles, and challenges for your group?
- If you encountered some of these obstacles or challenges in future as a group worker, how would you deal with them in a way that would enhance the functioning and effectiveness of your group?

This assignment should not exceed 1500 words.

Assessment Criteria:

Grading Criteria for the Task Group Analysis (See also rubric on SOWK 395 D2L site)

- Specificity - identifies specific examples (e.g., behaviours, interactions, interventions) from the task

- group in support of the analysis;
- Integration of Theory & Practice - statements made about the strengths and limitations of the task group are supported by references;
- Constructive Criticism - limitations are supplemented with suggestions drawn from the literature about how specific situations or obstacles could have been addressed more effectively in the group;
- Evidence of a Distillation Process - the analysis should not exceed 1500 words; it offers a concise and detailed analysis rather than a general description (use of sociograms is required);
- Technical Merit – Format - well organized with clearly delineated structure, double-spaced, follows APA guidelines; Clarity - in terms of language, syntax, spelling, punctuation, sentence structure;
- Meets Deadline – assignment is submitted on time, unless otherwise contracted (prior to the original due date).

ADDITIONAL ASSESSMENT AND EVALUATION INFORMATION

Assessment rubrics based upon the above criteria will be posted on the SOWK 395 D2L site.

ATTENDANCE AND PARTICIPATION EXPECTATIONS

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. Students who are unable to attend a class are asked to notify the instructor and their respective planning group(s). Given the experiential nature of this class, it is not possible for students to make up for being absent for the participation in group exercises or the group proposal presentation & simulation.

GUIDELINES FOR SUBMITTING ASSIGNMENTS

Faculty members in the Southern Alberta Region expect and insist that assignments:

- Be typed (or in legible handwriting);
- Be free of grammatical, spelling and typing errors;
- Incorporate correct usage of referencing set forth by the current (7th) edition of the American Psychological Association (APA).
- Submit all assignments electronically through their respective Dropbox in D2L. To allow for instructor comments and editing, all assignments must be submitted in Word format. Assignments should have a file name as follows: “Full name and assignment title”. Unless otherwise specified, assignments are due by 11:59 pm 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

Some assignments such as the Group Proposal and Simulation and the Practice Group Exercise cannot be submitted late as they are presented in class. The Task Group Analysis and the Facilitation Analysis assignments may be submitted late only under exceptional circumstances provided a request for an extension has been submitted prior to the prescribed due date for these assignments.

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 7th edition format. If you need writing support, please connect with the Student Success Centre, at <https://www.ucalgary.ca/student-services/student-success/writing-support>

WRITING SUPPORT SERVICES

The University of Lethbridge Writing Centre is located in the Library and provides individual consultations with trained academic writing instructors and tutors to all students at the University of Lethbridge from all disciplines. There is no charge for this instruction, and the Writing Centre is happy to assist students at all stages of the writing process and levels of proficiency. For more information: <https://www.uleth.ca/artsci/academic-writing/writing-centre>

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: <https://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 to pass the course. The University of Calgary [Undergraduate Grading System](#) and Faculty of Social Work Percentage Conversion will be used. This grading system overrides the grading system in D2L.

Grade	Grade Point	Description	Percentage Range
A+	4.0	Outstanding	95 - 100
A	4.0	Excellent – superior performance, showing comprehensive understanding of subject matter	95 – 100
A-	3.7		90 – 94
B+	3.3		85 – 89
B	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
C	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

Staples, Lee (2007). Social Work Skills for Organizing and Leading Task Oriented Groups. Retrieved April 18, 2021. Retrieved from:
https://cdn.ymaws.com/www.naswma.org/resource/resmgr/imported/FCE_Skills_for_Organizing_and_Leading_Task_Oriented_Groups.pdf

Additional suggested readings and resources will be listed in the SOWK 395 D2L site.

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.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 www.ucalgary.ca/access/. 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 <https://ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Student-Accommodation-Policy.pdf>

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 <http://www.ucalgary.ca/pubs/calendar/current/k.html>

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 who use materials protected by copyright are expected to comply with the University of Calgary policy on Acceptable Use of Material Protected by Copyright (<https://ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Acceptable-Use-of-Material-Protected-by-Copyright-Policy.pdf>) and requirements of the copyright act (<https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html>) 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 <https://www.ucalgary.ca/pubs/calendar/current/k.html>.

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 AND GENDER-BASED 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/legal-services/university-policies-procedures/sexual-and-gender-based-violence-policy>

BUILDING EVACUATIONS

When the building evacuation alarm sounds, please take your personal belongings, if readily available, leave the building quickly and safely using the stairs, and proceed to the Assembly Points posted on campus. Wait there until you have received clearance from the Emergency Wardens to re-enter the building. You are encouraged to get acquainted with the U of L Emergency website: <https://www.uleth.ca/campus-safety/emergency-evacuation-plan>

UNIVERSITY OF LETHBRIDGE SAFEWALK (403) 380-1888 OR (403) 329-2345.

For more information – <https://www.uleth.ca/security/content/safe-walk>

OTHER IMPORTANT INFORMATION

Please visit the Registrar’s website at: <https://www.ucalgary.ca/registrar/registration/course-outlines> 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