

GLOSSARY OF TERMS

Academically Qualified Faculty: A faculty member is considered academically qualified if the person (1) holds a doctorate in the program with (a) a graduate level specialization in the field in which they are teaching, or (b) professional certification in the field of teaching, or (c) five or more years of *current* professional experience in the field of teaching, or (2) holds an out of field doctorate with (a) demonstrated content knowledge of the field, such as a professional certificate in the field, and (b) demonstrated teaching effectiveness, and (c) demonstrated scholarly evidence considered as expert work or significant professional practice experience. *See also Professionally Qualified Faculty.*

Admission: An educational institution's formal acceptance of a person to enter a program or course.

Admission requirements: A set of criteria an institution uses to determine a potential student's eligibility to enter a program.

Anti-Racism: The work of actively opposing racism by advocating for changes that promote racial equity.

Applied Degree: A qualification at the baccalaureate or master's level with a strong vocational/professional orientation.

Applied Research: The practical application of theory, knowledge, methods, or techniques to resolve a problem or serve a purpose.

Articulation Agreement: An agreement, between two institutions that authorizes studies undertaken in specific programs to be credited toward advanced standing into a specific program at the receiving institution.

Associate Degree: An academic qualification generally awarded after a two-year academic study (60 credits) that is transferable into a bachelor's degree program at a B.C. public university.

Asynchronous learning: A form of educational delivery where students and instructors engage with the course content at different times that suit each individual participant's schedules. It is usually supported by technology such as computer conferencing, voicemail and email.

Bachelor's Degree / Baccalaureate Degree: An undergraduate degree normally requiring four years of full-time study (120 credits).

Blended/Hybrid: A form of educational delivery where learning occurs both in-person and online (either through asynchronous or synchronous delivery).

Branch campus: Any location of an institution, other than the main campus, which is under a similar corporate and governance structure as the main campus. The branch campus is accountable to the main campus through its governance system, where the main campus provides direct responsibility for academic standards and financial oversight to ensure equivalency to the main campus

Calendar: A document describing rules, regulations, policies, programs, and courses for a specific institution.

Concentration: A wide range of secondary specializations characterized by varying names, purposes, number of credits and recognition, such as stream, focus, option, track, etc.

Associate of arts or associate of science concentration: A secondary specialization within the existing Associate Degree Framework (e.g., Associate of Arts with a Concentration in Economics). Courses in the concentration must transfer as assigned course credits in the concentration subject area at a public university.

Undergraduate concentration: A *secondary* specialization *within* the primary specialization of the degree. (e.g., BSc in Geography with a Concentration in Resource Management). Normally, the range for a concentration is 12-15 upper-level credits.

- Graduate concentration:** A *secondary* specialization *within* the graduate field of study (e.g., Master of Arts in International Relations with a Concentration in Global Security). Due to the focused nature of graduate degrees, graduate concentrations always occur *within* the field of study, though they are characterized by varying names and number of credits. Normally, the range for a graduate concentration is 20-50% of the program credits.
- Consent Holder:** An institution operating under written consent given by the Minister of Advanced Education under Section 4(1) of the *Degree Authorization Act*.
- Continuing Faculty:** A type of faculty appointment that is permanent, ongoing, and has no end date. Continuing faculty may be part-time or full-time.
- Core Course:** A course required by an undergraduate or graduate program.
- Course:** A single unit of study offered by an educational institution.
- Credential (Academic):** A document provided as evidence of learning based on completion of a recognized program of study. Degrees, diplomas, and certificates are examples of academic credentials.
- Credit:** A unit used to express the value of a course or other training activity in relation to the total requirements for a degree, diploma, or certificate, usually measured in hours of study or achievement of threshold standard or both.
- Curriculum:** A systematic group of courses or sequences of subjects.
- Degree:** An academic credential awarded by an authorized degree-granting institution for successful completion of a program of academic study. A degree demonstrates recognition of academic achievement that (a) is specified in writing to be an associate, baccalaureate, master's, doctoral or similar degree, and (b) is not a degree in theology. Additionally, degrees must meet or exceed the degree level standards elaborated upon in the Degree Program Review Criteria and Guidelines.
- Degree Program:** A program of study that when completed successfully entitles the student to a degree.
- Degree-Granting Institution:** An educational institution granted by competent provincial or territorial authorities the right to confer associate, bachelor's, master's and/or doctoral degrees.
- De Novo Institution:** A post-secondary institution that is at an early stage of organizational formation and does not yet offer degree programs.
- Directed Studies:** Credit courses for degree completion offered outside normally scheduled courses that supplement rather than replace regular modes of delivery. In undergraduate programs, directed studies courses are limited to highly capable third- and fourth-year students. Normally, no more than two directed studies courses may be taken in an undergraduate degree program.
- Discipline:** A branch of knowledge, learning or scholarly instruction that forms the basis for organizing educational programs.
- Distance Education:** An instructional system in which the learner is separated from the institution organizing the instruction by space and/or time. Includes blended learning, correspondence courses, distributed education, e-learning, synchronous/asynchronous learning, and learning facilitated by information and communications technology.
- Diversity:** The presence of difference within any group of people. Race, ethnicity, identity, class, socioeconomic status, gender identity/expression, sexuality, age, ability, religion, political beliefs and ideology are examples of areas of diversity. The term is aligned with *Intersectionality*, or how different aspects of identity combine to create different positions of advantage or disadvantage.
- Doctoral Degree:** A graduate degree that is one level higher than a master's degree.
- Elective Course:** A course selected by the student from a range of courses *outside* the major or concentration in an undergraduate or graduate program.
- Entrance Requirements:** A set of criteria stipulating education and other types of training or experience for eligibility to enter into an educational program. May include minimum levels of achievement and/or scores on examinations.

Equity: The quality of being fair, impartial and just in policy, process and results. It requires recognizing that not everyone starts from the same circumstances and has the same access to opportunities. Equitable outcomes may require differential treatment and resource redistribution to achieve a level playing field among individuals and communities.

Faculty Plan: A demonstration of anticipated numbers of continuing, term, and sessional faculty over the next three years for a specific degree program. In some cases, a Faculty Plan will include a Hiring Plan, which demonstrates how numbers of continuing, term, and/or sessional faculty will increase with anticipated enrollment growth.

Faculty Qualifications: *See separate entries for Academically and Professionally Qualified Faculty.*

Foundational Research: Exploratory, original research that may form the basis of generating new knowledge. The term is used broadly in the Degree Program Review Criteria and Guidelines to include curiosity-driven and fundamental/basic research that may or may not result in discovery.

Graduate Field of Study: A *primary* specialization (e.g., Master of Engineering in (the field of) Engineering).

Graduate Studies: Studies taken at the master's or doctoral degree level that lead to the completion of a master's or doctoral degree. Graduate studies do not include post-baccalaureate certificate/diploma or post-graduate certificate/diploma programs taken after a baccalaureate degree that do not lead to a master's or doctoral degree.

Honours: An undergraduate degree program providing intense specialization in a field of study and open only to students with high academic standing. Normally, an honours degree requires a minimum of 36-48 upper-level credits in the specialization, and often includes a research thesis.

Inclusion: An intentional, active process aimed at reducing and removing barriers to access and participation for qualified students and staff and building a respectful and diverse community that is welcoming to all.

In-Person Education: A mode of program delivery where all elements of learning are accessed only in-person. Technology may still be used to enhance learning or provide course materials.

Interdisciplinary Studies Degree: A degree program of study that normally involves the combining of two or more disciplines to solve a specific problem.

Language Requirement: A stipulated requirement for applicants to demonstrate oral and/or written language skills and general comprehension prior to entry into an educational institution.

Learning Outcome: The specification of what a student should learn, know or be able to do as the result of a period of specified study.

Main Campus: The campus of the degree-granting institution that is designated as its primary location in British Columbia. The main campus is responsible for the central administration of a branch campus location.

Major: A primary specialization in an undergraduate degree (e.g., BSc (with a Major) in Geography. An undergraduate applied or professional degree is considered a primary specialization (e.g., Bachelor of Business Administration). Normally a major or primary specialization requires, at minimum, 30 upper-level credits.

Master's Degree: A graduate degree that normally follows an undergraduate degree and takes one to three years of study.

Minor: A secondary specialization taken in a subject area *outside* the primary specialization (e.g., BSc in Geography with a Minor in Sociology). Minors normally comprise 20-30% of the courses in a full degree program with 12-15 upper-level credits in the field/subject area of the minor.

Online Education: Courses offered by post-secondary institutions in a completely virtual environment, using synchronous or asynchronous methods. The student is not required to attend learning activities or assessments in person in order to be able to complete the course.

Prerequisite: A course or other requirement that must be satisfactorily completed before enrolment will be permitted into an advanced or succeeding course.

Prior Learning Assessment and Recognition (PLAR): A process to assess and recognize all learning from all sources.

Professionally Qualified: Faculty: A faculty member is considered professionally qualified if the person (1) is A.B.D. (completed all coursework toward a doctorate and passed all qualifying and comprehensive exams to attain candidacy status) with a specialization in the field in which they are teaching, or (2) holds a master's degree in a related field with a specialization in the field in which they are teaching or a professional certification in the field in which they are teaching, or (3) holds a master's degree in the field in which they are teaching, and (a) has extensive and documented successful teaching experience in the area they are teaching in and demonstrated involvement in meaningful research, or (b) has five or more years of current professional and management experience in the field in which they are teaching, or (c) is recognized by professional peers as exemplary in the profession. *See also Academically Qualified Faculty.*

Program: An integrated group of courses and learning activities leading to learning outcomes in a particular field of study.

Quality Assurance: The planned and systematic review process of an institution or program to determine that acceptable standards of education, scholarship, and infrastructure are being met, and to aim for continuous improvement.

Recognition:

1. Formal acknowledgement and/or acceptance of prior academic, professional, or vocational training, work experience, or academic credentials, and the granting of full or partial credit for it or them with respect to entry into an academic institution (academic recognition) or a trade or profession (occupational recognition).
2. Formal acknowledgement of the status of an institution, accrediting body, or regulatory body, usually as a result of legislation or an accreditation process.

Registration: The process of formally assigning and recording enrolment into an educational institution.

Regulated Occupation/Profession: An occupation controlled by provincial and territorial (and sometimes federal) law, and governed by a regulatory body. About 20 percent of jobs are in regulated occupations. These include regulated professions (e.g., nurses) and skilled trades (e.g., plumbers).

Regulatory Body: An organization that has legislated and exclusive authority to determine eligibility for, and to issue, licences to practise a specific occupation or set of occupations. Regulatory bodies set the minimum standards of practice for many professions.

Required Course: A course that all students following a particular program of studies are required to take.

Residency: A specific amount of time that must be spent or number of courses or credits that must be completed by a student at a specific institution in order to receive a credential.

Research: The systematic study of a subject to discover new facts or information about it. The emphasis on applied or foundational research will differ for colleges, polytechnics, teaching universities and research universities.

Scholarship/Scholarly work: A broad range of creative, research and professional activities that result in a product that is shared with one's peers in a written, oral, visual or performance presentation and is subject to critique or review.

Sessional Faculty: A type of faculty appointment that is temporary, adjunct, non-permanent, or non-regular for a duration of two years or less.

Syllabus/Course Outline: A description of the essential features of a program of study and its courses, including objectives, subject content, teaching, and assessment strategies.

Synchronous: A form of educational delivery that happens at the same time for the instructor and the learners, meaning that there is real-time interaction between them. Examples include, video conferencing, teleconferencing, live chatting, live-streaming, etc.

Term Faculty: A type of faculty appointment with a defined end date of at least the length of the program or three years, whichever is longer. These appointments may be full-time or part-time and have no expectation of renewal.

Terminal Degree: A degree that does not normally lead to a more advanced credential; e.g., doctoral degrees and some professional or applied degrees at the baccalaureate or master's levels.

Transcript: An official document that identifies courses taken (title and course number), credits and grades achieved, and credentials or qualifications earned.

Transfer of Credits: The acceptance or recognition of credits by a host institution on the basis of successful completion of courses at another educational institution in order to minimize the duplication of learning. Also called credit transfer.

Undergraduate Studies: The first level of studies toward a bachelor's degree.

Underrepresented Group: A subset of the population that holds a smaller percentage within an institution than the subset holds in the general population of the B.C. region that the institution serves. Underrepresented groups in an institution vary by academic discipline, geographic location, or other circumstances, and may refer to First Nations, Métis, and Inuit people, visible minorities, people with disabilities, and in some domains, women.

Upper Level Courses/Upper Division Courses: An undergraduate program's coursework that takes place during the third and fourth year and builds on the foundational knowledge and skills gained through first and second year (Lower Level/Division) courses that lead to a bachelor's degree.

Work Integrated Learning: A model of experiential education that formally and intentionally integrates a student's academic studies within a workplace or practice setting. Various types of WIL include: applied research projects, co-op education, field placements, internships, practicums, and work experience.