



Faculty of Arts

WELCOME TO

CANADA'S

PREMIER

UNDERGRADUATE EXPERIENCE



Welcome to StFX

St. Francis Xavier University stands on the lands of Mi'kma'ki, the ancestral and unceded home of the Mi'kmaw. StFX is located on the unceded territory of the Mi'kmaq in the Epekwitk aq Piktuk district of Mi'kma'ki, a place of relational responsibility governed by the Peace and Friendship Treaties of 1725-1779. This territory is also where nearly 2700 Black Loyalists migrated to in 1783. The North Shore region, where StFX now sits, is home some of the 52 original African Nova Scotian communities, including Tracadie, Preston, and Birchtown in Guysborough County.

Colonization is not just history; it exists in the present tense. While we strive to engage in anti-colonial work at the University, there is still much to learn. We are committed to doing the hard work of self-reflection and to repairing relationships with the Mi'kmaw on whose lands we reside, including embracing the Truth and Reconciliation Commission of Canada Calls to Action and embodying their spirit in our day-to-day lives, and with African Nova Scotian communities, as part of reparations to the legacies of enslavement as part of Nova Scotia's Action Plan in response to the International Decade for People of African Descent.

Mṣt wiaqpulti'kl ankukamkewe'l | We are all treaty people



Faculty at StFX

- Award-winning teachers and support staff who care for your well-being and your academic and personal growth. Our job is to provide you with an exceptional academic experience inside and outside of the classroom.
- We have been doing this since 1853.
- We have 4 faculties at StFX: Arts, Science, Business, and Education.



University Academic Structure

Academic Vice-President and Provost (AVP&P)



Deans of Faculties (one per faculty)



**Chairs and Coordinators of Departments/Programs
Grouped according to Faculty**



Faculty (professors, lab instructors)



Chairs and Coordinators of Depts/Programs:

Anthropology:	Dr. Jane McMillan	History:	Dr. Andrew Foran
Aquatic Res:	Dr. Andrew MacDougall	Math:	Dr. Stephen Finbow
Art:	Dr. Sharon Gregory	Modern Languages:	Dr. Wojciech Tokarz
Catholic Studies:	Dr. Joseph Houry	Music:	Mr. Jake Hanlon
Celtic Studies:	Dr. Ranke de Vries	Philosophy:	Dr. William Sweet
Classical Studies:	Dr. Doug Al-Maini	Political Science:	Dr. Yvon Grenier
Climate & Environ:	Dr. Andrew MacDougall	Psychology:	Dr. Erin Austen
Computer Science:	Dr. Iker Gondra	Public Policy & Governance:	Dr. Adam Lajeunesse
Development St:	Dr. Santo Dodaro	Religious Studies:	Dr. Ken Penner
Economics:	Dr. Patrick Withey	Sociology:	Dr. Katie Aubrecht
English:	Dr. Joseph Houry	Women's & Gender Studies:	Dr. Rachel Hurst
Health:	Dr. Kara Thompson		

COLLOQUIA COORDINATORS:

HUMANITIES: Dr. Steve Baldner

SOCIAL JUSTICE: Dr. Nancy Forestell



Office of the Dean of Arts

- **About the Office:** (all information is available at <https://www.stfx.ca/programs-courses/arts/dean-arts>)
- **WHO WE ARE:**
 - Dean of Arts: Dr. Erin Morton: 902-867-2165 emorton@stfx.ca
 - Assistant to the Dean of Arts: Navneet Kaur: 902-867-2165 nkaur@stfx.ca
- **WHERE WE ARE: Nicholson Tower 305**
- **You are always welcome to come by my office at any time to look for assistance.** If you would like to make an appointment to speak to me, please contact Navneet (email, phone or in person)



Office of the Dean of Arts

WHAT WE DO:

- Support all academic departments and programs in the Faculty of Arts, and in the BAsC programs (AQUA, CLEN, and HLTH).
- Support all people: faculty and staff.
- Support all students in their academic endeavours.
- Because you are students in the Faculty of Arts, you would come to me to discuss issues you are having, even if you are having issues in a Science or a Business class.



Office of the Dean

WHAT WE DO:

- Deans make the big decisions when it comes to your academic issues
- Come to me:
 - if you are having issues with your classes and haven't resolved them after talking to your professor or the Chair of their department
 - if you want to take courses at another university (you MUST get permission to do this)
 - if you don't know where else to go for help, WE WILL HELP YOU!



Assistant Vice-President Academic Affairs

Responsible for helping students who are having broader difficulties with classes (e.g. attendance issues, health issues) and approving final exam deferrals. **Also oversees Academic Advising, Academic Success Centre, Office of Experiential Learning and International Programs.**

- **Dr. Cathy MacDonald**
- **Nicholson Tower 320**
- **Administrative Assistant: Rita Myatt, Nicholson Tower 316**
- Phone: 902-867-2232
- Email for appointment: ada@stfx.ca



CLASSES: Typical Course Patterns and Choices

- Choices:
 - You have already registered in your courses. Hopefully you have chosen something you like AND something that is new to you.
 - Arts students (including Forensic Psychology and PGOV students), BAsc students have to take both Arts (Social Sciences and/or Humanities) and Science courses.
 - All StFX students must take Arts courses to complete their degrees.
 - **Broaden your education. Try disciplines to which you may not have had exposure in high school.**



Typical Course Patterns and Choices

- Choices:

- If, during your first week, you are sure that you want to change one or more courses, **you can do so through Friday, September 13 (until midnight) without affecting anything other than your daily schedule.**
- **If, at any time, you want to drop a course, you must do so online through your Banner account.** You can't just stop going, or tell your professor that you are dropping their course. And there are deadlines each term after which you cannot drop a course without permission from the Dean **(October 30 for first term courses this year).**
- When you are dropping a course through Banner make sure that you hit the **SUBMIT** button before you log out, and then **check your transcript to make sure that your course is no longer listed.** If you want to add a new course, you must drop something else first, if you are registered in a full course load. Be sure that the course you want to add has available seats before dropping a course in which you are already registered.



Typical Course Patterns and Choices

- Program Requirements for BA degrees
 - At the end of this year, you will be encouraged to **declare a Major** (36 credits in the same subject) if you know the major that you plan to choose. Students who are still unsure at the end of first year should feel no pressure to declare at that time. (Students can also choose to apply for an advanced major or honours, if applicable, and if they meet the grade and average requirements).
 - Think about possible **Minors** (24 credits in the same subject)
 - You will need to complete **Pairs** too (12 credits in one subject)
 - Look ahead to see what courses are required in different programs
 - To declare your major, follow the directions on the Academic Advising website. If you require further assistance or guidance, make an appointment with an Academic Advisor.
 - **Appointments with the Academic Advisors may take place virtually (phone, email, Teams/Zoom) or in person**



Typical Course Patterns and Choices

- Program Requirements

- How do you know if you are choosing courses that fit with your program requirements? You fill out a **DECLARATION FORM**. You can use declaration forms as worksheets for program planning.
- You can find declaration forms on the Dean's webpage: <https://www.stfx.ca/programs-courses/arts/dean-arts>
- Once you decide what program you want to do, and choose your preferred courses, you must submit the declaration form to the Chair of your department of major, who will then forward it to the Dean's Office for final approval and processing.
- **NOTE: YOU CAN CHANGE YOUR MAJOR AND YOUR PROGRAM!** If you have declared a major, and later wish to change that major or your program, you can do so. Our Academic Advisors are available to help with any part of this process.



What to do if you have Academic Questions

- **Read the Academic Calendar** (located on Registrar's office website). The answers to many of your questions are contained in the Calendar. **You should read the calendar so that you know what your responsibilities are. It is your responsibility to follow the academic regulations and to know what they are, but we are here to help if you have questions!**
- **Department/Program Administrative Assistants, Department Chairs and Program Coordinators** are excellent resources for questions about programs. You can find out their names and where their offices are by going to the Department/Program websites or you can access their contact information on the Registrar's Office website at the "Contact Academic Departments" link.
- **The Academic Advisors are the real experts though!**



What to do if you have Academic Questions

- **See Academic Advising**

- **We have amazing advisors:** Hannah Keller, Lauren MacMichael, Alison Bell, Andrew Bell, and Amanda Vosman.
- Their offices are on the 3rd floor of Nicholson Tower down the hall from my office.
- **To make an appointment for Academic Advising:**
<https://stfx.mywconline.com/> (you can find a link under Student Life & Support menu).



Other people you can turn to for help:

- **The Library**

- Register your student card with the library to borrow materials and access other services - <https://stfx.ca/library/borrow/get-stfx-library-card>
- Contact library@stfx.ca for all your questions.
- Each department has a subject librarian assigned to it. Reach out to this person to schedule a tour of the library or a research skills consultation. Check our website to find out who your librarian is.



Other people you can turn to for help:

- **Academic Success Centre**

- If you are having problems with being successful in your courses, **contact the Academic Success Centre**
 - Help with writing, study skills, tutoring
 - Any assignment you want to improve
- Manager: Dr. Mark Leeming
mleeming@stfx.ca
- **Located in the library on the main floor, to the right of the entry.**



Other people you can turn to for help:

- **Diversity Engagement Centre** Located in Bloomfield (AKA: the Student Union Building or the SUB) and in the Coady building
 - Indigenous Student Advisor - Terena Francis tfrancis@stfx.ca
 - Campus Elder - Kerry Prosper kprosper@stfx.ca
 - Black Student Advisor - Akua Amankwah-Poku apoku@stfx.ca
 - International Student Advisor - Lubna Rahman lrahman@stfx.ca
 - Gender and Sexual Diversity Advisor - Aimee MacDonald amacdona@stfx.ca
- **Sexual Violence Prevention and Response** (Health and Counselling Centre, 3rd Floor Bloomfield)
 - Advocate - Heather Blackburn hblackbu@stfx.ca



Other people you can turn to for help:

- **Counsellors**

- The transition to University can be challenging. **The StFX Health and Counselling Centre is here to support you.** Whether a problem is big or small, a personal challenge or a career decision, our counsellors can help. Counselling at StFX is a popular resource. Many students take advantage of the support and guidance that the counsellors offer.
- **To book an appointment go to the H&C website to register online. <https://www.stfx.ca/student-services/support-services/health-counselling-centre>**

- **Health Center**

- **Located in Bloomfield (3rd floor around the corner from the main desk)**



The 2024-25 Academic Calendar

- The academic calendar contains the rules which govern your studies at StFX. You are bound by the requirements in the Academic Calendar of the year in which you began your current program.
- It is an evolving document
- Describes the different academic programs
- University Academic Regulations (Chapter 3)
- Faculty of Arts Regulations (Chapter 4)
- Academic Integrity Policy (Section 3.8)
- Academic Penalties (Section 3.11)



The 2024-25 Academic Calendar

- **Read the Academic Calendar**—and bookmark it on your computer! You can find it online under Applications & Admissions > Registrar's Office. Your responsibilities as a student are contained in the Calendar.



Important Dates! Listed in the Calendar

- Calendar of Events (page v): **Important deadlines for the entire year are listed.**
- Last date to change first-term or full-year courses:
Friday, September 13th
- Last date to drop first-term 3-credit courses:
Wednesday, October 30th



MAKE SURE YOU TAKE NOTE!

- **The December exam schedule will be made available in October**
- Tell your parents, your loved ones, or anyone who might be responsible for your travel arrangements during the exam periods not to book any flights for you until you know when your last exam is. **We will not honour requests to change exam dates simply because you have a flight home, or a trip planned.**
- **PLEASE CONTACT DR. CATHY MACDONALD – ada@stfx.ca to arrange for all exam deferrals**



Set yourself up for a good year

- Read the Academic Calendar
- Read your emails! You MUST monitor your StFX email account. **This is how most of the important communications about EVERYTHING are provided to students.** StFX email is the official mode of communication between the University and the student.
- If information is sent to you via email and you miss deadlines or violate policies because you didn't read that information, that is on you!
- **Reading your email is critical. Check it daily!**



Set yourself up for a good year

- **Go to your classes** (and try to take some time today to go find your classrooms before you begin class! Take part in the tour, and get to know the campus today!)
- If you cannot get to your class on any given day you are still responsible for knowing what material was delivered in that class. You need to find someone (a classmate, your professor) who will be able to give you that material.
- If you miss more than a class here or there, you need to let us know why. Your professors are asked to report students with unexplained absences to the Office of the Assistant Vice-President, Academic Affairs. The office will contact you to see how they can assist. **If you are having problems that are affecting your ability to attend classes, we can help!**

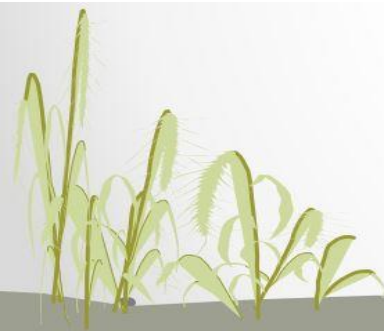


Set yourself up for a good year with X-ACT

Register for the **X-ACademic Transition** program (**X-ACT**), designed to help every 1st-year student develop and enhance skills for learning and coping with your academics.

This *5-week, peer-led program* starts on the first full week of classes. Topics include time management, using a syllabus, study strategies, academic integrity, coping with stress, and more.

When you complete the program, you will earn an academic bonus: five points that you can devote to a midterm exam in a participating 1st-year course of your choice. You will also be entered into a prize draw.





How to sign up

1. Check your course schedule at:
portal.stfx.ca → Banner Self-Service → Student Services → Week at a Glance
2. Find the list of X-ACT sections on the X-ACT Workshops Calendar.
3. Select one that fits your schedule, and register with your name and StFX email address.

<https://stfx-success.libcal.com/calendar/xact>



Step 1: get your class schedule



Please Login

x2023abc

•••••

Login

Launch FortiClient

Student Portal

SSL-VPN Portal

Bookmarks

Banner Self Service mydata

Students Banner Self-Service

Use student ID number (i.e. 202001234) and 6 digit Pin



St. Francis Xavier University-Student Success Centre / LibCal / X-ACT Workshops

X-ACT Workshops



Search for event... Date Calendar Category Show All Events Search Clear All

Filters applied: Calendar: X-ACT Workshops; Include Events: Show All Events

Time Zone: Atlantic Time (change) Change View: [Grid] [List] [Calendar] [Print]

<p>SEP 10 Sun, 6:00 PM - 7:00 PM In Person 40 SEATS LEFT</p> <p>Mulrony Hall 2030</p> <p>X-ACT - Sundays at 6PM, Mulh #2030</p> <p>#1 X-ACT Academic Transition ** FIRST WEEK! ** Register here for the whole 6-week series, from the week of September 10th-16th to the week of October 15th-21st</p> <p>Week 1</p>	<p>SEP 10 Sun, 6:00 PM - 7:00 PM In Person 40 SEATS LEFT</p> <p>Mulrony Hall 2034</p> <p>X-ACT - Sundays at 6PM, Mulh #2034</p> <p>#1 X-ACT Academic Transition ** FIRST WEEK! ** Register here for the whole 6-week series, from the week of September 10th-16th to the week of October 15th-21st</p> <p>Week 1</p>	<p>SEP 10 Sun, 7:00 PM - 8:00 PM In Person 40 SEATS LEFT</p> <p>Mulrony Hall 2030</p> <p>X-ACT - Sundays at 7PM, Mulh #2030</p> <p>#1 X-ACT Academic Transition ** FIRST WEEK! ** Register here for the whole 6-week series, from the week of September 10th-16th to the week of October 15th-21st</p> <p>Week 1</p>
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Step 2: select your workshop section



Set yourself up for a good year

- Before classes start, look at your schedule!
- Check your online schedule the morning before class, to make sure there hasn't been a last-minute classroom change.
- If you don't have time to make it back to your residence room or apartment/house between classes you can find places all over campus, inside and out, to sit and relax, and study, or to be outside getting exercise and fresh air.



ON YOUR FIRST DAY OF CLASSES

- You will receive a course outline (a syllabus) with important dates for assignments that are due throughout the course. Pay attention to these dates! Know what is expected of you and when you are expected to complete your work.
- Most (all) of your courses will have a Moodle (Kwe') Page associated with them. Each of your professors will use Moodle differently, so make sure you know, for each class, what is being posted on Moodle.
- Textbooks – not a bad idea to go to the Campus Store after first class (used texts are around, but be aware that some are old editions). We also have a textbook buyback program. Check to see if your course uses one of these books!



Your Classes

- Go to all lectures—and participate. Ask questions!
- Be prepared for your classes
- Access your course's Moodle page (moodle.stfx.ca)
- Read your course outlines—they are like a contract between your professor and yourself
- Know when your assignments are due, and put it in a calendar!
- Do your assigned readings and homework and **make sure you understand what your professors are asking you to do before you hand in your assignments. Don't just hope you get it right!**
- Visit your instructor **before** a problem arises: your professors want to help you, and are, in fact, required to be available for help. They must all hold **office hours** when they will be available each week to speak with you.



Set yourself up for a good year

- **Budget your time: Being a University student is like having a full-time job.**
- **If you treat it like a full-time job you will have lots of time to fit everything you want/need to do into your days and weeks.**



Typical Weekly Time Commitments



- **In Faculty of Arts first-year courses:**
- 15 hours of lectures
- 30 hours study/lecture preparation
- **TOTAL: 45 hours!** (this can be higher for BAsC students who are required to take courses with labs, or if you have chosen Science electives with labs.)



Typical Weekly Time Commitments



- 15 hours of lectures
- 30 hours study/lecture preparation
- TOTAL: 45 hours!
- **about 120 hours/week “free” wakeful time**
- You can and should be able to get 7-8 hours of sleep a night if you plan your days properly. Sleeping **at night** is important (and getting up in time for your classes is easier if you are sleeping at night). **Naps (if they are short) are your friend!**



Set yourself up for a good year

- **Become involved in University Life**



Examples of University Life



- Music, Films and Plays
- Student societies
- Students' Union activities
- Sports (Rec. and Varsity)
- Recreation and outdoor activities
- Debating
- Visiting speakers
- Volunteering



Service Learning

An innovative way to integrate experiential learning, academic study, and community service.

Course Based Service Learning

- A form of experiential education where students complete service placements in the local community as part of their academic coursework; students relate course concepts to community issues in various settings.

Immersion Service Learning

- A form of international experiential learning in which students are immersed in a community for one week or more.
- **Current Immersion Offerings:**
 - IDS 305 virtual immersion experience in Peru (2nd term, 3 credit)
 - Ecuador, Guatemala, L'Arche Ottawa, and Germany and Poland in February (Winter Study Break)
 - Peru or Belize in April (end of term)



Set yourself up for a good year

- **Locate and use University Services**



University Services



- Tramble Centre for Accessible Learning
- Library: Do the tour/orientation
- Academic Success Centre
- Scholarships & Bursaries
- Chaplaincy (for all spiritual needs)
- Health and Counselling
- Student Career and Co-op Centre
- Information Technology Services (ITS)
- Saputo Centre, Keating Centre
- International Exchange
- And much more



Set yourself up for a good year

- Know when you need help, and ask for it
- If you see someone else who needs help, be the one to help them



Further advice

- Be respectful
- Other people are allowed to have opinions that are different from yours, as long as they are being respectful to who you are as a human.
 - “We can disagree and still love each other unless your disagreement is rooted in my oppression and denial of my humanity and right to exist.” – James Baldwin
- Make your own informed decisions and make good ones
- Live your own life
- Forward your own education and career
- Know when you are falling short
- Seek advice from the pros
- Change habits as necessary
- Call and text your support folks
- Wash your hands, and stay home when you are sick



Further advice

- This university is full of people who can help you with any problem that you encounter while you are here. Everyone here wants you to succeed.
- If you don't know who to turn to, no matter what the problem is, you can always come to see me for help.
- Third floor, Nicholson Tower



Questions

?



What's next?

- **1:00 - 3:00 pm: Panel Sessions**

1. **Arts (Music, PGOV, Aquatic Resources, Social Justice & Humanities, CLEN) - Room A/B**
2. **Applied Forensic Psych & Psychology - Room C**

Panels will include students, faculty, and support services staff. You will have a chance to ask your questions at end, plus everyone in attendance will have a chance to win some great prizes!

- **4:00 - 5:00 pm: Classrooms Tour / Meet & Greet**

Join one of the guided tour groups for Arts students to visit departments for a meet & greet with instructors.



What's next?

- **3:00 - 5:00 pm: Classrooms Tour / Meet & Greet**

Join one of the special guided tour groups for Health students to visit departments for a meet & greet with professors & lab instructors.