

Services and Facilities

Student Services

Mission Statement

Student Services understands Bishop's University to be a learning community in which the student is the centre of our educational mission.

We commit ourselves to work together with students and with all partners, both teaching and non-teaching, to enhance the quality of student life so that each student may experience the fullest personal growth, enjoy a learning environment that is just, mutually respectful, and strives for academic excellence.

We support an atmosphere where both freedom of expression and civility are powerfully affirmed. Further, we endorse a disciplined community where individuals accept their reciprocal obligations for the common good; where well-defined procedures of governance guide behaviour; where service to students is encouraged; and where a caring community supports the well-being of each individual.

Finally, we support the University as a community in which the heritage of Bishop's is remembered, the contribution of students is honoured; where the rituals affirming tradition are acknowledged and the procedures governing change are widely shared.

Please note that all Student Services will be temporarily located in the Modular building (MOD) behind the Sports Centre until the Student Centre renovations are completed.

Dean of Student Affairs

As a Senior Administrator and Officer of the University, the Dean oversees the overall coordination and quality of student services (Athletics, Campus Ministry, Counselling Services, Student Accessibility and Accommodation Services, Career & Employment, Health Services, Residence Life, Student Leadership Development, and Security), and certain ancillary services (Conferences, Sports Centre, the Old Lennoxville Golf Course and Parking).

The Dean of Student Affairs is responsible for all matters of student conduct, for ensuring respect for the Charter of Student Rights and Responsibilities, and for the application of sanctions to students who are in violation of the Charter. Working closely with the Students' Representative Council, the role is at times that of an advisor and partner on projects initiated either by the University or by the student government. At other times the role is to ensure the respect of the University's policies and to approve the use of University facilities for major student activities and events.

The Dean of Student Affairs is available to meet with students to discuss issues of University policy, to hear suggestions for the improvement in the quality of campus life and to receive complaints about areas under the jurisdiction of the Dean. The office of the Dean of Student Affairs is located in the Marjorie Donald building, room 222 (temporary location: MOD 29).

Co-curricular Record (L.E.A.P. Program)

The Leadership and Extra-Curricular Activity Profile (L.E.A.P.) is an official university document designed to verify and validate a student's leadership positions, organizational memberships, and other significant involvement in activities outside of the classroom not documented on the academic transcript. The University endorses this certificate as an official document when signed by the Dean of Student Affairs. Enrollment in the L.E.A.P. program is completely voluntary and must be initiated by the student. L.E.A.P. provides students a credible official listing of their accomplishments outside the classroom to complement an academic transcript and resume for applications to graduate school and prospective employers. For more details, visit www.ubishops.ca/leap or contact the LEAP Coordinator at (819) 822-9600 ext. 2766. The office is located in the Marjorie Donald building, room 221.

Ombudsperson

The major role of the Ombudsperson is to receive inquiries and complaints from any member of the University community who believes they have suffered some form of injustice, whether it has to do with academics or other matters. The Ombudsperson can normally give advice about where to go to have an issue looked into or reconsidered, or, after determining that all normal avenues of recourse and appeal have been exhausted, will investigate the factual basis of a complaint and, if appropriate, attempt to facilitate a solution using either formal or informal procedures. The Ombudsperson may also recommend changes to existing rules, policies, regulations or procedures, to make them more fair, or more clear and effective.

The Ombudsperson operates independently of all other offices in the University. Initial inquiries to the Ombudsperson are completely confidential until the complainant agrees to allow the Ombudsperson to act on the matter, at which point the matter remains confidential, restricted to those with a need to know.

The Ombudsperson must investigate all sides of a particular problem, must maintain a neutral stance throughout the investigation, and must strive to achieve solutions which are as fair as possible given the circumstances involved. At the end of an inquiry, the Ombudsperson will explain the nature of the chosen solution to those who initiated the complaint or, where the complaint has been found to be not justified, explain to the individual or groups involved the reasons for not continuing the investigation.

From time to time, the Ombudsperson may act as a mediator between individuals or groups of individuals in the University community who have been unable to resolve a conflict, particularly where no procedure exists for the resolution of such matters.

Please see the University website for further information, including the complete terms of reference for the Ombudsperson, and, especially, the Charter of Student Rights and Responsibilities.

Athletics and Recreation

Bishop's University offers its students and staff a diversified athletic program. It is divided into three categories, offering levels of competition and instruction to meet a variety of individual interests and needs.

- 1) Inter-university Athletics. Bishop's is a member of U SPORTS, the RSEQ and CUFLA. They compete in Football, Men's and Women's Rugby, Women's Soccer, Men's and Women's Golf, Men's and Women's Basketball, Men's Lacrosse and Women's Ice Hockey. More information about the Gaiters can be found at www.gaiters.ca or on social media using @BishopsGaiters or #GaiterNation
- 2) Intramural Sports provides another level of competition in men's, women's and co-educational leagues and individual sports such as badminton, ball hockey, basketball, broomball, touch football, golf, ice hockey, water-polo, soccer, softball, squash, tennis, and volleyball. More details are available at www.gaiters.ca/intramurals.
- 3) Recreational Instructional Program offers a wide array of non-competitive, life-enhancing, instructional activities such as aerobics, yoga, and martial arts. Brochures provide details about the Fall, Winter and Spring programs; these are available at the beginning of each session. For more information on courses, please call 819-822-9600 ext. 2669 or visit www.gaiters.ca/recreation.

Athletic Facilities

The newly-renovated John H. Price Sports and Recreation Centre houses two double gymnasiums for basketball, volleyball, and badminton, with bleachers seating 700 spectators; a new 800-seat arena; a six-lane, 25-metre swimming pool equipped with a one-metre diving board; and a 4,000-square-foot fitness room. There is a spectators' level with a cafeteria/lounge leading to an exterior outdoor patio. The complex provides the opportunity for sport and recreational experience to all members of the university community and plays a vital role in fulfilling the concept of total education at Bishop's. Other campus sports facilities include Coulter Field Stadium, a lighted 1,500-seat stadium with a FieldTurf® synthetic surface; four outdoor tennis courts, a 9-hole golf course, an FIS (International Ski Federation) certified cross-country ski trail and a number of playing and practice fields.

Specific information concerning athletics can be obtained from:

Bishop's University
2600 College Street
Sherbrooke, Quebec J1M 1Z7
Visit our website at: www.gaiters.ca
819-822-9600 ext. 2669

Sports Medicine

The Sports Medicine clinic provides services to our student-athletes, the general student population and community patients alike. This arrangement and quality of care is rarely found in Canadian universities. The clinic benefits from the most modern equipment available. In addition to athletic therapy, there is also osteopathy, physiotherapy and massage therapy available. More details can be found at www.gaiters.ca/sportsmed.

Campus Ministry

The Campus Minister is available for counselling & pastoral care. The campus ministry seeks to foster faith, spirituality, and social justice. The Campus Ministry sponsors speakers, discussion groups and outreach programs.

Campus Ministry is located on 2nd Floor, Marjorie Donald Building, Room 215, (819)-822-9695.

Counselling and Psychological Services

A variety of mental health resources and professionals are available to work with you to assess your wellness needs, from self-directed programs to workshops, group programs and individual therapy. Individual appointments may be scheduled from Monday to Friday, 8:30am – 4pm.

Counselling & Psychological Services is located on 2nd Floor, Marjorie Donald Building, (819) 822-9695

Empower Me (*Toll Free: 1 (844) 741-6389*)

For direct connection to counselling or coaching support. Empower Me is a mental health services offering counselling in person, by telephone by video counselling, or by e-counselling. You can also speak to a life coach about subjects like personal performance, wellbeing, and relationships. Empower Me is available 24/7 and is available free to charge for students who are members of the Student Health Plan. Crisis support through Empower ME is available to all students regardless of your health care plan.

Career Counselling Services

The primary mandate of Career & Employment Services is to assist students in all aspects of career development; career exploration, decision making, career planning, the development of job search strategies, and researching current employment opportunities. Assistance is also provided to obtain Canadian off-campus work permits. Educational, career, and employment recruitment activities are also organized on-campus throughout the school year. These events are regularly posted on the Career and Employment website along with full-time, part-time, summer, and work abroad opportunities.

Career Counselling Services is located on 2nd Floor, Marjorie Donald Building, (819) 822-9695.

Student Accessibility and Accommodation Services (SAAS)

SAAS helps ensure that all students with disabilities have equal access to programs at Bishop's University. We arrange for reasonable accommodations in accordance with the Quebec Charter of Human Rights and Freedoms, the new Act Respecting Equal Access to Employment in Public Bodies and the United Nations Convention on the Rights of Persons with Disabilities.

The mandate of Student Accessibility & Accommodation Services is to work with staff and faculty to remove barriers that may interfere with students' academic success. The logic that underpins Bishop's support for student accommodations is directed by a fundamental need to minimize potential challenges that may interfere with students' academic progress. Bishop's embraces the responsibility to support all students by providing academic accommodations that maximize opportunities for students to demonstrate their knowledge and skills.

Services located in the Marjorie Donald Building, 2nd floor, (819) 822-9695.

Peer Tutoring Program

Students who are having difficulty with one or two courses may receive tutoring from a qualified senior student who has already completed that course. Students receiving tutoring are required to pay a nominal hourly charge for this service.

Location: 2nd Floor, Marjorie Donald Building, (819) 822-9695.

Indigenous Support Services

We value the respectful recognition of Indigenous history, culture, traditional values, stories and healing practices that support counselling alongside the use of western therapeutic approaches. The Indigenous Support and Liaison Advisor support Indigenous students and helps facilitate cultural practices and traditions.

Location: CEN 10, Centennial Building, (819)-822-9600 #2544.

Sexual Assault Support

The Sexual Aggression Response Coordinator is a member of the counselling team and provides support and counselling to any student exposed to sexual violence. The SARC also provides prevention programming and education to campus while liaising with the off-campus community. The SARC is training in receiving disclosures and supporting students through the process of reporting sexual violence.

Location: 2nd Floor, Marjorie Donald Building (819)-822-9600 #2695.

Health Services

The Champlain-Bishop's Health Service is located in the John H. Price Sports Centre and offers health care to all full-time students and any part-time student who has paid the student services fee. Staff and faculty may use the service for a small fee. The staff at Health Services will do everything possible to treat illnesses and injuries quickly so that class absences will be kept to a minimum.

Some of the services offered include diagnoses and treatment of acute and chronic illness, emergency care, routine physicals, sexually transmitted infection testing and information, pregnancy tests, contraception, wart treatment, allergy shots and certain vaccinations. This is only a partial list of services offered; please inquire about any other medical needs.

The staff includes nurses, physicians, a nutritionist, and a secretary who are available Monday through Friday. Students wishing to see the nurse will be seen in order of arrival. To see the doctor, it is recommended that you make an appointment. Emergency situations will always have priority.

Records are strictly confidential. No information is released, for any reason, without the student's consent.

Health Services are supported by student fees, therefore, there is no charge to use the service. However, the doctor's services and the cost of any tests required are only paid by health insurance or provincial medicare plans.

Quebec students who do not have their Medicare cards, or who present cards that have expired, will be required to pay the full cost of services immediately.

Canadian students from another province are fully covered by their provincial medicare plans provided they:

- 1) inform the Ministry of Health in their home province that they are studying in Quebec before they leave home;
- 2) have their Provincial Medicare card with them when they come to see the doctor. If the card is unavailable or has expired, the full cost of services must be paid immediately.

International students (including Exchange students) must subscribe to the Health and Hospitalization Insurance plan offered through the University. Details of this plan can be obtained from the Business Office. The plan entitles the student to full medical coverage both here and at local hospitals.

International or exchange students from France, Denmark, Sweden, Norway, Finland, Luxembourg, and Portugal are eligible to apply for a Quebec Medicare card. This should be done as soon as possible after their arrival in Quebec. Information on how to apply can be obtained from Health Services or from the International Student Coordinator.

Anyone requiring further information about Health Services should telephone 819-822-9600, ext. 2696, or at www.ubishops.ca, Life at Bishops, Health Services.

Residence Life

At Bishop's University we believe that the residence experience is an integral part of the university experience and thus guarantee all of our first-year degree students, who meet the required deadlines, a place in residence. Over 70% of our incoming class chooses to live in residence and each year 28% of our current residence students return for a subsequent year.

Bishop's University residences can accommodate 610 students in Traditional Style, Bog Style and Suite Style Residences. These three choices provide students with the opportunity to choose the residence that suits their individual life style. Mackinnon and Norton/Pollack are our traditional style residences accommodating students in both single and double configurations. Kuehner, and Abbott are our newly renovated Bog Style Residences. These Bogs accommodate students in single rooms and double rooms with adjoining bathrooms. Paterson Hall, accommodates four students per suite each with their own private bedroom who share a common kitchen, living room and two full bathrooms. All of our residences have mandatory meal plans.

An important part of the Residence life program is the support that students receive while living in residence. This support comes from a well trained staff of upper year students who are employed as Resident Assistants. They are in the residences to help students with their transition to university life, and to promote a community atmosphere that focuses on mutual respect and consideration for all members of the residence community.

Students can also take advantage of living in one of our Living Learning Communities. We have a leadership community and a community to promote sustainable living that we call our ECO Floor and in fall 2018 we will be opening our first sports/wellness oriented community. If you are interested in applying to live in one of these communities visit our website for all the details.

Students will receive information about how to apply to residence in their admissions package and can go online to apply at that time. We encourage students to return their application as soon as possible as the priority for residence is based upon the date we receive the application.

For more specific information please feel free to contact Residence and Conference Services at:

Residence and Conference Services

Bishop's University
2600 College Street
Sherbrooke, Quebec J1M 1Z7
Tel: 1-819-822-9600 ext. 2685
Fax: 1-819-822-9615
e-mail residence@ubishops.ca

Off-Campus Housing Service

The Off-Campus Housing Service provides students with a list of suitable housing in the community. The lists are available on the Bishop's University website: www.ubishops.ca; simply click on *Life at Bishop's* and you will find *Off-Campus Housing*. You may also contact the office if you have any questions at 819-822-9600 ext. 2685 or via e-mail at offcamp@ubishops.ca

Those who would like to add housing opportunities to our list may contact us as above, or by fax at 819-822-9615.

Academic Facilitation

Adjusting to university can be both exciting and overwhelming. Academic Facilitation is about developing skills that can help you become more successful in school and life in general. You'll work closely with an Academic Facilitator as you move towards your educational goals and learn to be accountable for your results. Your Facilitator can help set you up for educational success by providing you with study skills, time management advice, and study-life balance strategies. For additional information about Academic Facilitation, please contact the office at (819) 822-9695 or visit the Academic Facilitator's office, located in the Marjorie Donald Building, 2nd floor.

Student Government and Student Activities

Students' Representative Council (SRC)

The Bishop's University Students' Representative Council, founded in 1893, is an autonomous organization representing full-time and part-time students. The SRC represents students on most committees at Bishop's including Academic Senate, and the University Board of Governors.

The SRC provides numerous services and events for students. Through the VP Student Life and VP Academic offices, the SRC funds both academic and non-academic clubs. The SRC organizes Fall and Winter Orientation Week, Winterfest and the Grad Formal. The SRC offices are located on the first floor of the Student Union Building (mailbox level) and are open daily.

The SRC is governed day-to-day by the Executive Cabinet composed of the President (srcpres@ubishops.ca), VP Academic (srcacad@ubishops.ca), VP Student Life (srcstu@ubishops.ca), VP External (srcexternal@ubishops.ca), the Director of Finance (srcdfo@ubishops.ca), the Director of Events (srcdoe@ubishops.ca), and the Director of Communications (src@ubishops.ca). The Executive Cabinet plus five Student Senators, five General Councillor's, a Health and Wellness Representative, an Equity Representative, an Environmental Sustainability Representative, a First Year Representative and an On Campus Representative make up the voting membership of the General Assembly. This

large group convenes twice a month. Additionally the SRC employs two General Managers: General Manager Administration and General Manager Operations, as well as event coordinators, and the Recording Secretary.

Mandate

The purpose of the Bishop's University SRC shall be:

- i. To act as the official representatives of the students of Bishop's University in their relations with the administration of Bishop's University and the official representative of the students of Bishop's University in their relations with any other private or public organization including national, provincial, and international student organizations.
- ii. To promote the welfare and interests of the Student Association (SA) including the promotion of artistic, literary, educational, social, environmental, recreational and charitable activities for the advancement of the interests of the members of the SA and the Bishop's community. The SRC shall also promote among members of the SA a sense of responsibility and cooperation in the achievement of these objectives.
- iii. To safeguard the rights of the individual members of the SA, as given in the Bishop's University Charter of Student Rights and Responsibilities and as given in the Canadian and Quebec Charters of Human Rights and Freedoms.

Representation

Most committees at the university have at least one student representative. It is the role of the SRC to ensure that student concerns are heard. The SRC also represents students on Senate (the highest academic body at the university) and on the Board of Governors (the highest non-academic body).

Clubs:

There are more than 65 student clubs under the SRC. These include academic, athletic, social, charity, cultural, and religious clubs. See www.busrc.com/clubs for a full list.

SRC Publications:

The Student Handbook - Distributed free to first-year students and sold to all others. *The Student Handbook* is a great way to stay organized. It is especially useful for first year students, offering information on Bishop's University policies, and helpful hints on life at Bishop's

The Mitre - This collection of poetry, stories, artwork, and photographs is the oldest university literary publication in Canada (1893). It is produced annually and collects submissions from students, faculty, alumni, and the local community.

The Quad - The Bishop's Yearbook is one of the treasured souvenirs of the university. It is published each year and lovingly compiled and edited by a team of students.

BUSRC Website - www.busrc.com allows for direct communication between students and executives via an open forum while also offering students information on upcoming events, activities, clubs, job openings, elections, etc. Check it out at www.busrc.com.

The Dish - delivered to student email boxes Monday and Thursday offers a glimpse of daily campus and community events.

SRC Operations:

BU Lounge/The Gait

The BU Lounge is open in The Gait space on Monday – Friday from 8:30 a.m. on days when there are no special events planned. This is a relaxed spot to bring your lunch, do homework, and meet friends.

The Gait is the on-campus pub open each Tuesday, Thursday, and Saturday, and it is also available for special events.

With a 365-person capacity, the Gait provides employment for students, as well as providing a safe environment for dancing and drinking on campus. The Gait is located on the ground floor of the Student Union Building and is operated by students for students.

Doolittle's Convenience Store

Doolittle's is the campus General Store/Dépanneur offering a variety of snacks and grocery items, TransDev bus tickets, coffee, tea, beer, and wine, snacks and supplies. The store is open seven days a week and is operated by students for students.

SRC Awards

SRC Merit Award

Chosen by SRC Executive, goes to a student/s who has rendered outstanding service to the SRC in numerous areas.

Joseph E. Cassar Award

Chosen by the SRC General Assembly and given to the student who has contributed the most to the SRC during the past year.

Ray Lawson Award

Given to the returning student who, in the opinion of the SRC General Assembly has contributed the most to the life of the university.

Michel Fontaine Experience Award

Given to the student chosen by the SRC Executive who exemplifies the Bishop's Experience through campus leadership, athletics and/or community involvement. The SRC podium was made by Michel Fontaine's father in his memory.

Joy Chandler Community Involvement Award

Named in honour of a previous SRC manager, given to a person who helps bring BU students and the community together. This is usually given to a community member but can be given internally.

Joan & Alex Paterson Award

The selection Committee for this award, is comprised of the Dean of Student Affairs and the SRC Executive Cabinet. Awarded to a graduating student who during his or her years at Bishop's University, contributes the most to volunteer work and activities in the off campus community.

Golden Mitre Award

The Golden Mitre Awards are the highest non-academic honour that graduating students can receive. Recipients are elected by popular vote of the prospective graduating class.

Julie Bradshaw Memorial Award

Established in 2003 in memory of Julie Bradshaw '80 and given to the Golden Mitre winner with the highest number of votes.

Purple Letter Award

This award is given to those students who have made a consistent contribution to the life of the university and community and who might not otherwise be recognized for their efforts. Award winners are nominated by members of the university and the community.

Olga Reid Memorial Award for Journalism

Awarded annually to the student journalist or writer who, in the opinion of *The Campus Editorial Board*, has written the best article or series during the academic year.

Outstanding Club Head Award

Given to an SRC Club Lead (or Leads) who has shown dedication to not only the club, but to the greater Bishop's community.

Club Community Impact Awards:

Each year, **two clubs are given these awards based on the change they have made in the Bishop's community and/or the Lennoxville community.**

Other Services and Facilities

Doolittle's Co-op

Doolittle's Co-op is a member of the Coopsco network. Its mission is to offer the products that students need at a competitive price. The Co-op will open in its temporary location beside the Sports Centre in mid-June 2019 and will remain there until the renovations to the permanent space in the Student Centre are complete. The store carries required textbooks and Course packs as well as reference materials, office supplies, art supplies, crested clothing and a selection of books. Doolittle's Co-op is the simple and convenient solution for Bishop's University students.

Campus Tours

There is no better way to see if a university is the right fit for you than to visit the campus. This is very simple to do at Bishop's as we offer personalized tours almost every day of the week!

Your student ambassador will give you a complete tour of the campus and introduce you to life at Bishop's. On weekdays, you will meet with a Recruitment and Admissions Officer and during the academic year we will provide an opportunity to attend a class, talk to a professor and/or meet with a student services counsellor. If the weekend suits you better, we will ensure that you get a comprehensive tour of our beautiful campus.

You may book a tour by clicking on the following link: <http://www.ubishops.ca/future-current-students/campus-tours-events/> or by calling 819-822-9600 x2681. The best time to see a typical day at Bishop's is on a weekday from mid-September through mid-June. Please schedule your tour at least four days in advance of your arrival.

For more information, please contact:

The Bishop's University Recruitment Office

Toll-free tel: 1-877-822-8200

Tel: 819-822-9600 ext. 2681

E-mail: recruitment@ubishops.ca

Information Technology Services

ITS provides a range of technology services for the university community through its two divisions.

The ITS Helpdesk is located on the ground floor of the Library Learning Commons and is available to answer computer, software, and network related questions from students, staff, and faculty. Additionally, the Helpdesk and Client Services team are responsible for supporting the 75 multimedia classrooms, 1300 computers, and myriad of other technology items on campus.

The Cole Computer Centre maintains the servers, network, back-up and web/business applications for the university. A high-speed wired network serves administrative and academic offices, research, library, residence and student lab needs. Wireless connectivity is provided across campus in all academic and most residential and recreational spaces. The Centre also provides management, development and support for a general suite of desktop applications, institutional data and business processes.

ITS provides part-time employment and experiential learning opportunities for approximately 10 students each year.

Cormier Centre of International Economics

The Cormier Centre was founded in 1989 with a generous gift from Mr. George Petty, CEO of Repap, a Canada-based, multinational paper corporation. The Centre's original mission was to promote research in international economics, to study the impact of economic policy on business, and to contribute to economic information, communication and education. In the early years, the Centre sponsored conferences and visiting scholars, supported research projects and promoted academic/business joint projects with an international orientation. In recent years, the Centre's focus has shifted towards the funding of low-budget, student-centered initiatives, such as: (a) the funding of student travel to Montreal to enable attendance at academic events related to international economics, (b) the funding of Skype-based, international-economics-related exchanges between our students and academics worldwide, and (c) the funding of prizes in student-centered essay contests related to international economics. The annual budget for such endeavors is modest, and so the requests for funds are considered on a competitive basis only.

For information, contact: Dr. Robert Sproule, e-mail: rsproule@ubishops.ca.

Cultural Affairs

Superb facilities support a dynamic cultural life on the Bishop's campus. The Florence Foreman Art Gallery brings performances and exhibitions of international calibre into the campus community throughout the academic year. Student participation in several aspects of the arts, including mounting productions is encouraged in the venues of Bandeen Recital Hall and the Turner Studio Theatre. Work-study programs in all the cultural venues offer hands-on experience in virtually every aspect of the cultural industry: promotion, technical production, marketing and arts management. In addition, there is plenty of opportunity for volunteer participation.

Artists who have recently visited campus include the late Gord Downie, Adam Cohen, Leahy, The Gryphon Trio, The Rubberbandance Group, Berlin's 17 Hippies, Holly Cole, Theatre of Early Music and The East Village Opera Company.

Festivals of student-directed and written plays, an extensive schedule of musical productions, and a wide-ranging series of visiting lecturers add richness to cultural life on campus.

Peter D. Curry Wildlife Refuge

Three-hectares required for wetland development, as well as an additional eleven hectares of surrounding uplands, as wildlife habitat, are used exclusively for conservation on the Bishop's campus. It serves as a field laboratory and observation area for biology, environmental studies and geography students, as well as a focus for local birdwatchers and naturalists. Named after Bishop's alumnus and donor Peter D. Curry, in recognition of his commitment to both conservation and education, the wetland was developed with the co-operation of Ducks Unlimited.

Daycare

The Panda Daycare Centre, which is located on the Bishop's campus, has space for 140 children from newborn to 5 years of age. Interested parents are urged to make application as early as possible. For information, telephone 819-346-1414.

Dobson-Lagassé Centre for Entrepreneurship

The Centre is a co-operative venture funded by the John Dobson Foundation, the Lagassé Family Foundation, Bishop's University, and several private individuals and organizations. It is located on the Bishop's Campus and is affiliated with the Williams School of Business.

Established in 1998, it has a dual mission: to broaden student entrepreneurship education and prepare them for life's projects, and to stimulate entrepreneurship in the Eastern Townships in co-operation with other organizations dedicated to similar purposes. The Centre also provides guidance and services for Bishop's University student members of the worldwide ENACTUS entrepreneurship Association.

The Centre works very closely with the Williams School in the teaching of Entrepreneurship at the University. A sequence of courses in entrepreneurship is open to all Bishop's students.

The introductory course is offered each semester and uses new venture creation and the production of a business plan as a focus.

A second guided study course focuses on opportunity recognition, feasibility analysis and risk management and requires detailed analysis of live entrepreneurial situations & community development needs.

The third course also entails working with a live business and relies on the student's past experience to take a leadership role and guide the project to a successful outcome for the entrepreneur. The live case experience is complemented by lectures in advanced entrepreneurship and workshop-style tutorials.

Interaction with community organizations and businesses is a key element in the program. Students in the two advanced courses work with entrepreneur businesses on specific projects coordinated by the Centre. A co-op program in the student's field of interest is available on a selective basis.

A minor in entrepreneurship is offered to students who are not enrolled in a business program. The Bishop's Liberal Arts experience is clearly enhanced from the exposure to entrepreneurship, taught in the context of the pursuit of an opportunity in any field.

For more information visit our website at: www.dobsonlagasse.ca or contact us directly at:

Dobson-Lagassé Entrepreneurship Centre
 Bishop's University
 2600 College Street
 Sherbrooke (Qc) J1M 1Z7
 Tel.: 819-822-9600, ext. 2701
 Email: rroselli@ubishops.ca
 Facebook: www.facebook.com/CentreDobsonLagasse

Eastern Townships Resource Centre

The ETRC's mission is to act as a resource centre for the study of the Eastern Townships of Quebec. While the Archives Department concentrates on the acquisition of private archives related to the English-speaking community, the Centre's mission, mandate and ongoing activities are meant to be inclusive of all linguistic and cultural communities present in the Eastern Townships.

Preserving the Region's Heritage

As one of the top accredited archives in Quebec, the Eastern Townships Resource Centre preserves the documentary heritage of the Eastern Townships and serves as an archival expertise resource for local heritage organizations.

Accredited by Bibliothèque et Archives nationales du Québec and by the ministère de la Culture, des Communications et de la Condition féminine du Québec, the ETRC Archives acquires, processes, preserves and gives access to archival fonds and collections that illustrate the development of the Eastern Townships' English-speaking community. Thousands of documents such as diaries, letters, minute books, photographs, postcards, maps, plans and audio-visual material are made available to researchers. Assistance is also provided to genealogists tracing their family roots.

Promotion of the Region's History

The ETRC promotes the Townships' rich and unique history through public lectures, colloquia, and exhibitions. The Centre offers educational materials for teachers and its own publication, the *Journal of Eastern Townships Studies (JETS)*. As a long-standing and proud member of the Bishop's community, the ETRC creates bridges between Bishop's and the surrounding communities.

Located in the Old Library (McGreer Hall), the ETRC Archives Department is open from 8:30 a.m. to 12:00 p.m. and 1:00 p.m. to 4:30 p.m. Monday through Friday. For information about the archives contact our archivist, Jody Robinson, ext. 2261. For information about Centre activities contact: Fabian Will, Executive Director 819-822-9600 ext. 2647.

Financial Aid

The Financial Aid Office is located on the 2nd floor in McGreer and provides students with information and assistance in applying for various federal and provincial government loan and bursary programs. Further information can be obtained from the University's Enrollment Service Office at 819-822-9600 ext. 2655 or 2205.

Florence Foreman Art Gallery

As a vibrant part of university life at Bishop's University, the Foreman Art Gallery serves as a strong link to the community of Lennoxville and Sherbrooke as well as an active site of scholastic research about contemporary art and curatorial practice. The

Gallery is named in honour of the late Florence May Foreman, formerly of Vancouver B.C., who left to the University the largest bequest in its history.

The FOREMAN ART GALLERY of Bishop's University is a space for thinking and producing knowledge about contemporary art and its relation to the global and local communities we share. The Gallery strives for excellence as it researches, exhibits, and documents contemporary art by emerging and mid-career professional artists in innovative curated contexts. These exhibitions are presented with the objective of provoking public debate on cultural and social issues for an expanding audience that includes our local University community, a larger art community within Quebec and Canada, as well as broad and diverse general and virtual audiences.

The Foreman Art Gallery's COMMUNITY ART LAB positions itself on the cutting edge between art, education, and community development with the goal of exploring how these worlds collide and interact with one another. Through its interventions, satellite activities, and public events, the Laboratory stimulates exchanges and discussions in order to disrupt the hierarchy of knowledge and to enrich community life.

The Foreman Art Gallery shows the work of professional visual artists in innovative ways, focusing on thematic curated exhibitions part of the following series: Social Currents (thematic curated group exhibitions): New Voices (highlight on an emerging artist), New Publics (exhibitions for targeted audiences) and Carte Blanche (regionally-focused curated group exhibitions). The gallery also produces a graduating fine art student exhibition each spring.

Since 1998, 60 bilingual exhibition booklets, self-guided tour booklets and leaflets, 4 edited catalogues, and 10 group and solo exhibition catalogues have been produced. Of these are noteworthy examples: Irene F. Whittome: *Conversation Adru* (winner of a Graphika prize, 2007); Denyse Thomasos: *Epistrophe* (winner of a Graphika prize, 2007); and *At the Crossroads of Art and Medicine* (winner of a Graphika Prize 2009).

Admission to the gallery is free. The Foreman Art Gallery is located adjacent to the lobby of Centennial Theatre. Hours: Tuesday–Saturday, from 12:00 p.m. to 5:00 p.m.

Gentiane Bélanger, Director/Curator

819-822-9600, ext. 2687

Gallery: 819-822-9600, ext. 2260

Fax: 819-822-9703

Website: www.foreman.ubishops.ca

Bishop's University also has a permanent art collection of 400+ works, with an emphasis on Canadian art from the 19th and 20th centuries. The Bishop's University Art committee is chaired by the University Librarian, and is composed of representatives from staff, faculty, students and community members. Art works are displayed in outdoor and indoor venues, buildings and offices across the campus. Catalogues showcasing some pieces of the collection are available from the Art Collection Technician: Merrylou Smith (819) 822-9600, ext. 2561

International Exchange Program

<http://www.ubishops.ca/future-current-students/student-exchange-and-study-abroad-programs/exchange-manual/>
 Bishop's University encourages all students who qualify to spend

a semester or two abroad at one of our 700+ linked campuses around the world. Successfully completed pre-approved course credits taken on exchange are transferred to your Bishop's degree. Marks/grades obtained at the host university are not included in the calculation of your cumulative average at Bishop's upon your return because of different assessment and grading schemes. A "Pass" or "Fail" will appear on the Bishop's transcript for each of the courses taken along with the number of credits obtained.

Students may continue to receive financial aid for which they are eligible at Bishop's. Students on Bishop's scholarships need to maintain an equivalent level of academic excellence at their host campus to receive their scholarship in the semester following their exchange. Students with loans from the USA will need to select their host campus from international Title IV partner universities.

To be accepted into the Exchange Program, Bishop's students must meet the following criteria:

- obtain and maintain a 70% cumulative average in one year of full-time study (30 credits) in a degree program, prior to departure to a host university
- assume travel and living costs, health insurance, and personal expenses, during their exchange abroad
- receive written permission to participate from the Dean and Chair of their respective academic program
- demonstrate proficiency in the language of the host university if necessary

Tuition and fees (for 15 credits per semester) and student service fees are payable to Bishop's, accommodation and meals are paid to the host university. Additional criteria may pertain in some exchanges. Students planning to apply are asked to consult with the Exchange Programs Coordinator (McGreer 213), their academic program Chair and then with their Dean. Students must obtain prior approval for all courses to be taken at the host university by their program Chair at Bishop's to participate in the Exchange Program, for a maximum of 30 transferrable credits.

International Students

Bishop's University extends a warm welcome to all Exchange and International Students. Our campus provides the perfect opportunity to become fully immersed in student life while learning and living alongside the Francophone and Anglophone communities. International and Exchange Students play an important role at Bishop's to enrich our diversity, and all academic and Student Services will provide the support for the duration of your studies.

Bishop's University

2600 College Street

Sherbrooke, Quebec

JIM IZ7 CANADA

Tel: 819-822-9600 ext. 2616

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Library Learning Commons

The Library Learning Commons houses a collection of nearly 270,000 physical items, including books, journals, sound recordings, movies, and other audiovisual and non-print materials. The catalogue and most of the library's electronic resources, such as online periodical databases and their thousands of additional items, can be searched from on or off campus through the library website. The Interlibrary Loan service, which is free of charge, provides access to additional resources not owned by the University.

Orientation sessions are conducted by the Reference Librarians throughout the year. The sessions, usually presented to individual classes, can be general and introductory or designed to meet the needs of a specific class or topic. Librarians also teach one-credit courses in Information Literacy and Critical Thinking, which are taken as lab components of research-based courses offered through other departments. Sessions are taught in the library classrooms, equipped with technology, allowing for interactive learning and practical experience. Individual assistance is available at the reference assistance desk, or an appointment can be made with a librarian for extended research consultation. Guides and study aids for research in all academic disciplines are available on the library's website.

The facilities include several seminar rooms and numerous group study areas, as well as individual study spaces for more than 960 users. The Library Learning Commons also houses the Information Technology Services Helpdesk, the Writing Centre, the Teaching & Learning Centre and the student-run Student Success Centre as well as classrooms. The McConnell Agora is the location of academic happenings or open study. There is also a café where students can relax, chat with friends, and enjoy a small meal or a beverage. A digital video production studio and editing stations permit the creation of multimedia products. Listening stations provide access to the extensive assortment of records and CDs in the music collection. The Library Learning Commons is completely wheelchair accessible.

The Archives and Special Collections Reading Room is located in the Old Library, McGreer Hall. This room, which was the original location of the University Library, has been restored and now serves as the reference/reading area for the University's Archives, the Library's Special Collections, and the Eastern Townships Research Centre. Special Collections, developed in a number of fields, include rare books, historical pamphlets, maps, microfilms, and archival material. The P.H. Scowen Eastern Townships Historical Collection is an important resource for historians and other researchers of local history. The Mackinnon Collection of Canadiana includes many rare and valuable books and pamphlets relating to Canadian history and biography. Materials in the Belanger-Gardner Collection are devoted to the history of world civilization. Rare and unusual books of 17th and 18th century theology, history, and literature have been donated from the personal libraries of such prominent people as the Rev. George Jehosaphat Mountain, 3rd Anglican Bishop of Quebec and co-founder of the University.

More detailed information, such as hours of service, staff members, new acquisitions lists, and more can be obtained by consulting the Bishop's University Library Learning Commons website at <https://www.ubishops.ca/library/>

Mathematics-Statistics Help Centre

The Math-Stats Help Centre is located in Johnson 4. Our friendly, knowledgeable staff help students individually or in small groups to perfect their mathematical skills, work on their assignments, understand mathematical concepts and study for their exams. This service is free to all Bishop's University students and no appointment is necessary. For more information, contact Scosha Merovitz at 819-822-9600 ext. 2722 or smerovit@ubishops.ca.

Theatres

Bishop's Centennial Theatre, built in 1967, contains a charming and efficient main theatre seating 550, a spacious lobby, a vast workshop, a rehearsal room, dressing rooms a Green Room, and the administrative offices. Equipped to the newest standards since the renovations of 2006, it provides an excellent learning facility as well as a splendid focus on a diversity of renters and the annual large-scale Drama Department production. Students are offered every chance to work on the various aspects of the incoming or in-house productions.

The Turner Studio Theatre functions as a dynamic multi-purpose environment for traditional and experimental presentations. Opened in March 1989, it seats up to 150 people in a technically sophisticated yet intimate space which can adapt to the special needs of theatre. As a laboratory and teaching resource, the Studio Theatre provides a creative context in which students can develop their professional skills. The Drama Department produces 2 annual Festivals of student plays as well as four other productions directed by the Drama Department teachers and professors.

University Chapel of St. Mark's

St. Mark's Chapel is a sacred place on the campus known for its beauty and peaceful atmosphere. The Chapel was consecrated in 1857, was enlarged in 1875, and interior additions to the fabric were completed in 1898, when the present magnificent carved oak stalls and panelling were installed. These were executed by French-Canadian craftspersons and are arranged on the pattern of the traditional collegiate church. The other furnishings, stained glass windows, memorial plaques, the organ, the sanctuary lamp, the lectern Bible, all reveal parts of the University history. In 1989, the Chapel was declared a historic site by the Quebec Ministry of Cultural Affairs.

Sunday services are held at 10:00 a.m. during the academic year and the Chapel is open daily from 7:00 a.m. to 7:00 p.m. for prayer and reflection. Special services and concerts are held at various times and are publicized throughout the University and the local community. The administration of St. Mark's and its services of worship are the responsibility of the Campus Minister.

The Student University Centre

The Student University Centre is the heart of student activity on campus and is comprised of three adjoining buildings: Bishop Mountain House, Memorial House, and Marjorie Donald House.

Bishop Mountain House houses both Bishop's University and Champlain Regional College student government offices, the Diversity and Equity Centre, the Campus newspaper and various club offices. Doolittle's, situated on the first floor near the student mailboxes and campus post office, is a student-owned and operated "dépanneur" (convenience store) where newspapers, snacks and bus tickets may be purchased and where videos may be rented. Tim Horton's, located on the second floor, is well-equipped with floor to ceiling windows and a breath-taking view of the campus.

Memorial House contains the Gaiter Grill while the newly renovated student bar, 'The Gait', also serves as a multi-purpose reception room and examination hall. The International Centre overlooks an outdoor patio.

Marjorie Donald House is the home of the University Bookstore, operated by Follett of Canada. On the second floor are found the offices of the Dean of Students Affairs, the LEAP Coordinator, The Counselling Services, the Career & Employment Office, the University Success Coach, the Campus Ministry, and the Student Accessibility and Accommodation Services Office, lab and exam centre.

A spacious atrium connects the three buildings and provides an open and comprehensive space for informal gatherings, promotional tables and various sales of plants, posters, jewelry, and clothing. All facilities are wheel-chair accessible.

The Writing Centre

The Bishop's University Writing Centre is located in The Library Learning Commons. The Writing Centre offers free appointments for students who would like help with their written assignments and/or feedback on the EWP Exam. The Centre also offers free workshops to help students improve their written work. For further information, see "English writing proficiency" listed under the "BU liberal education model" tab found under "Academic Programs" on the Bishop's homepage menu or contact the Writing Centre Coordinator, Tel: 819-822-9600, ext. 2400, Email: ewpchair@ubishops.ca