



International Indigenous Studies Program

Website: <https://arts.ucalgary.ca/international-indigenous-studies>

Winter 2023

INDG 507 (L01): Research Practicum

Pre/Co-Requisites: 60 units (including 3 units in courses labelled Indigenous Studies at the 300 level or above)	
Instructor: Adela Kincaid, PhD	Lecture Location: SS 729
Email: atkincai@ucalgary.ca	Lecture Days/Time: Tuesday 14:00-16:45
Office: SS 724	
	Office Hours: Wednesday 11:00am-12:00 (online)
Instructor Email Policy: Please plan for my responses to your emails to take place between 24 – 48 hours upon receiving them. All assignments should be submitted through the course D2L. Please do not email assignments to me to ensure that they are not missed.	

COURSE DESCRIPTION

An advanced study of applied research conducted to provide solutions to real-world challenges. Built around experiential student projects that work with, by, and for Indigenous-focused organizations and/or Indigenous communities.

Applied research uses new or existing knowledge to provide solutions to real-world challenges through practical application. This course is built around experiential student projects that work with, by and for Indigenous-focused organizations (NGOs) and/or Indigenous communities. The focus is on exploring Indigenous and blended applied research methods and protocols where students apply ethical approaches to working with Indigenous peoples, organisations and communities through their projects. The purpose of each applied project is to help find practical solutions and build services by using community-based approaches.

Experiential learning is connected to Indigenous ways of learning and doing. This course will provide opportunities for students to engage in direct learning where they reflect on, apply and learn by seeing and doing and by providing opportunities to connect and work with organizations and to direct their own learning. The instructor will act as a facilitator and guide. Experiential learning opportunities such as the one being offered through this course provide work integrated learning and prepare students for professional engagement with organizations.

COURSE OBJECTIVES & LEARNING OUTCOMES

The International Indigenous Studies Program has a range of capacities and critical thinking skills that our Majors will develop over the course of their degree. This course sets you on the pathway to

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achieving them.

For the full list of program learning outcomes expected at the end of the degree, please see: <https://arts.ucalgary.ca/international-indigenous-studies/about/program-statement>

The course incorporates an applied project-based and experiential approach to teaching and learning. Methods will include short lectures, case studies, videos, podcasts, class discussions, student presentations, guest lectures and collaborative learning. The course schedule is subject to change throughout the term as needed. Assigned readings should be read prior to class.

For this Course, the learning objectives are:

1. Students will develop respectful practices and protocols when working with Indigenous communities/organizations
2. Apply community-based research approaches to their specific project
3. Chair meeting sessions and lead group committees to teach and support the class in building research skills
4. Select appropriate Indigenous and community-based approaches to apply to their research
5. Identify Indigenous informed strategies for collaborating with organizations on specific projects, formulate research questions, select methodologies so as to produce findings usable to Indigenous or Indigenous-focused communities or organizations
6. Articulate implications of research findings for the organization or community.
7. By the end of this course, students will be able to work collaboratively with one another and demonstrate peer support throughout the term in their committee work (i.e. ability to provide meaningful feedback)

REQUIRED TEXTBOOK(S)

Please acquire the textbook from the University of Calgary bookstore. Additional readings will be posted on D2L.

McGregor, D., Restoule, J., & Johnston, R. (Eds.). (2018). *Indigenous Research: Theories, practices, and relationships*. Canadian Scholars.

COURSE COMPONENT WEIGHTS AND DUE DATES

All assignments including the committee workshop material, evidence of participation, presentation material and the final report are to be submitted through D2L before 11:59pm.

COMPONENT	WEIGHTING	DUE DATES
Participation	20%	Ongoing - assessed last week of classes
Committee workshops	20%	Date to be assigned to each group to take place on one of the following dates: Jan. 24, 31, Feb. 7, 14, 28, March 7, 14. *
Presentation of results	20%	Week 11 (March 21) and 12 (March 28)*
Final Report	40%	April 12
Total	100%	

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*Students will receive their committee workshops and presentation grades prior to the last day of class through D2L.

If a student misses a required course component, please get in touch the instructor as soon as possible (see Late Penalties).

COURSE SCHEDULE & TOPICS

DATE	TOPIC	READINGS
Week 1 <i>January 10</i>	Project planning	
Week 2 <i>January 17</i>	Research questions and literature review	Chapter 1
Week 3 <i>January 24</i>	Ethics, consent, REB <i>Committee Workshop</i>	Chapter 4 & Chapter 5
Week 4 <i>January 31</i>	Relationships, professionalism and group dynamics. Applied research approaches and methodologies. <i>Committee Workshop</i>	Chapter 2
Week 5 <i>February 7</i>	Developing interview questions <i>Committee Workshop</i>	Chapter 5
Week 6 <i>February 14</i>	NVivo training <i>Committee Workshop</i>	Chapter 7
Week 7 <i>February 21</i>	Reading Week Feb. 19-25	
Week 8 <i>February 28</i>	Analysis and transcriptions <i>Committee Workshop</i>	Chapter 9
Week 9 <i>March 7</i>	Results and review <i>Committee Workshop</i>	Chapter 12
Week 10 <i>March 14</i>	APA and citations + presentation preparation <i>Committee Workshop</i>	Chapter 13
Week 11 <i>March 21</i>	Mini Conference - Presentations	Chapter 16 <i>Class to take place online</i>
Week 12 <i>March 28</i>	Mini Conference - Presentations	Chapter 11 <i>Class to take place online</i>
Week 13 <i>April 4</i>	Dissemination and future opportunities	Epilogue
Week 14 <i>April 11</i>	Final Report	Final report due April 12

Please note that the above schedule is tentative and may change as the need arises. Please refer to D2L for the most updated information.

COMMITTEE WORKSHOP

Students will sign up for committee workshops during the first week of classes (assigned committees and workshop dates will be posted on D2L). Each committee is responsible to develop and deliver a workshop that will be beneficial to the class and projects. Experimentation with methods that engage the class are encouraged. Committees may utilize visual aids, power point, art, videos and should incorporate a practical component where the class has time to practice the concepts. Please familiarize yourself with the zoom features in order to deliver the workshop to the class.

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Each group will need to discuss their workshop and related questions with me or with a research coach at least one week before their presentation. Additional meetings with me are encouraged leading up to your presentation date.

Workshop material must be supported by academic literature using APA format.

Workshops require a detailed lesson plan and at least 3 references from academic sources. The presentation material as well as the lesson plan should be submitted through D2L.

Presentations will be assessed based on the following criteria:

- evidence that the group practiced the workshop prior to delivery (worked well together)
- group was able to collaboratively use technology to effectively deliver their presentation
- group engaged the class
- group developed and executed a lesson plan
- group delivered information in creative ways and through the use of various mediums
- presentation was hands-on, practical and applicable to student projects
- group submitted workshop material, lesson plan and references (used APA and followed formatting specifications discussed during class and posted on D2L)

PARTICIPATION

All students will participate in weekly reporting on the progress of their projects. Students will also take turns chairing these weekly reporting sessions.

Participation comprises 20% of the final grade which includes: attendance, committee work, participation in class discussions, peer-assessments, and active participation in group learning. This course will be highly interactive and will include various opportunities for active engagement during each class session through talking circles, organized discussion in small and larger groups, small group work etc. Your participation will be assessed by your peers and by your instructor (method to be discussed during the first week of classes and posted on D2L). Meetings with the instructor and research coaches can be booked throughout the term. Your participation grade will be based on the consistency of your engagement, respect displayed toward all people involved with the course and the thoughtfulness of your contributions and on your interaction with others.

PRESENTATION OF RESULTS

The semester will involve students completing a project that could be used to serve an Indigenous organization, population, or community. Toward the end of the course students will be presenting their work at an online interdisciplinary mini student conference and to the organization or community. The conference presentations will take place online through Zoom during week 11 and 12 in collaboration with another senior level capstone course and will be recorded. The organizations and communities will be invited to join the conference online or the recorded video presentations will be sent to them.

FINAL REPORT

The final report will consist of a cumulative and detailed document that will be useful for the partner organization and include all the components that were learned throughout the course. Each student will share their report through a short presentation.

Components of the final report will be cumulatively developed throughout the course. The report will include what was learned through working with the community or organization, readings, workshops, lectures, and guest speakers. Reference material and citations should consistently follow the APA format.

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Specifications will be discussed and developed throughout the course and students will work and build the report during the course. The final and cumulative report is due **April 12** and is to be submitted through D2L.

The marking rubric and detailed report expectations will be discussed throughout the term and posted on D2L.

FINAL EXAMINATION

Provide the following detailed information

Final Exam	No
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WRITING STATEMENT

Written assignments are often required in International Indigenous Studies courses, and the quality of writing skills, including but not limited to such elements as grammar, punctuation, sentence structure, clarity, citation, and organization, will be taken into account in the determination of grades. Students are encouraged to make use of the services offered through Writing Support Services in the Student Success Centre by contacting them at <http://www.ucalgary.ca/ssc/writing-support>.

GRADING SCALE: The following grading scale will be used:

The International Indigenous Studies Program uses the percentage conversion scale below. Your final grade will be converted to the University's official 4-point scale at the end of term. The interpretation of the undergraduate university grading system can be found at

<http://www.ucalgary.ca/pubs/calendar/current/f-1.html>.

A+ (96-100)	B+ (80-84.99)	C+ (65-69.99)	D+ (53-54.99)
A (90-95.99)	B (75-79.99)	C (60-64.99)	D (50-52.99)
A- (85-89.99)	B- (70-74.99)	C- (55-59.99)	F (0-49)

These are the grade ranges and specific numeric values I assign to letter grades on D2L. An A+ is solely honorific, meaning that its grade point amount is the same as an A (4.0). I will use this mark to distinguish superlative work that exceeds expectations in style, intellectual depth and breadth, sophistication, creativity and originality.

LATE PENALTIES

Please talk to me in advance (minimum of 24 hours) if you feel you will be unable to hand in an assignment on time so that we can make alternative arrangements. If you miss a required course component and have not contacted me ahead of time, please contact me as soon as possible. If life circumstances or illness intervenes, I may refer you to the Arts Students' Centre for advice, particularly if you have missed a number of classes. Please keep in mind that in order to pass this course you must complete all assignments.

Assignments received after midnight of the due date will be considered 'late', thereafter, students will lose 5% per day. Please refer also to the policies on deferring term work.

INSTRUCTOR GUIDELINES

Students requiring assistance are encouraged to speak to the instructor during class or their office hours.

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Should you wish to meet outside of office hours, please telephone or email to make an appointment. It is to the student's advantage to keep such appointments.

Email is a common form of communication but it is not always the most effective way of answering student questions. If you cannot make office hours, please request a one on one meeting outside of these hours.

Students are welcome to use laptops and other electronic note-taking devices in this course. Please be considerate of others and switch off all cell phones when you enter the classroom. Sending/receiving texts and browsing the Web is disruptive to others and will not be tolerated.

COURSE-SPECIFIC INFORMATION (Required Technology)

This course will take place in person and the project conference presentations will take place online via Desire2Learn (D2L) and Zoom. To best succeed in the course, students are encouraged to participate in asynchronous learning tasks using the D2L learning environment and **to attend** regular classes. During the online conference sessions please come prepared with a:

- computer with a stable internet connection
- web camera and a good microphone (headset or built into the computer) for class meetings and presentations
- current antivirus and/or firewall software
- current and updated web browser
- word processing software (Word)
- computer software that enables viewing videos and listening to podcasts

The class will participate in an online mini conference.

Zoom is a video conferencing program that will allow us to organize a "live" video conference, so that we can have the opportunity to exchange ideas and include project partners virtually. Zoom recordings and materials presented in Zoom, including any teaching materials, must not be shared, distributed or published without the instructor's permission. In person or online learning relies on participants to act ethically, honestly and with integrity; and in accordance with the principles of fairness, good faith, and respect (as per the [Code of Conduct](#)). When entering a live or virtual Zoom classroom, you play a role in helping create an effective, safe and respectful learning environment. Please be mindful of how your behaviour in these sessions may affect others.

Please be prepared, as best as you are able, to join the mini conference in a quiet space that will allow you to be fully present and engaged in the Zoom session. Students will be advised before the instructor initiates a recording of a Zoom session. These recordings will be used to support student learning and to advance student work or projects.

MENTAL HEALTH SUPPORTS

International Indigenous Studies covers topics that can have elements that are emotionally difficult to talk about. The INDG website contains supports and resources for students that can be accessed both on and off campus.

Please see:

- ◆ <https://arts.ucalgary.ca/international-indigenous-studies/contact/indigenous-supports-campus>
- ◆ <https://arts.ucalgary.ca/international-indigenous-studies/contact/indigenous-supports-campus-0>

IMPORTANT POLICIES AND INFORMATION

Absence From a Mid-term Examination

Students who are absent from a scheduled term test or quiz for legitimate reasons are responsible for contacting the instructor via email within 48 hours of the missed test to discuss alternative arrangements. A copy of this email may be requested as proof of the attempt to contact the instructor. Any student who fails to do so forfeits the right to a makeup test.

Deferred Term Work Form: Deferral of term work past the end of a term requires a form to be filled out by the student and submitted, along with any supporting documentation, to the instructor. The form is available at: https://live-ucalgary.ucalgary.ca/sites/default/files/teams/14/P22_deferral-of-term-work_lapseGrade.pdf

Once an extension date has been agreed between instructor and student, the instructor will email the form to the Faculty of Arts Program Information Centre (ascarts@ucalgary.ca) for approval by the Associate Dean.

Deferral of a Final Examination

Deferral of a final examination can be granted for reasons of illness, domestic affliction, and unforeseen circumstances, as well as to those with three (3) final exams scheduled within a 24-hour period. Deferred final exams will not be granted to those who sit the exam, who have made travel arrangements that conflict with their exam, or who have misread the examination timetable. The decision to allow a deferred final exam rests not with the instructor but with Enrolment Services. Instructors should, however, be notified if you will be absent during the examination. The Application for Deferred Final Exam, deadlines, requirements and submission instructions can be found on the Enrolment Services website at <https://www.ucalgary.ca/registrar/exams/deferred-exams>.

Reappraisal of Grades:

For Reappraisal of Graded Term Work, see Calendar I.2

<http://www.ucalgary.ca/pubs/calendar/current/i-2.html>

For Reappraisal of Final Grade, see Calendar I.3

<http://www.ucalgary.ca/pubs/calendar/current/i-3.html>

Academic Misconduct:

Academic Misconduct refers to student behavior that compromises proper assessment of students' academic activities and includes: cheating; fabrication; falsification; plagiarism; unauthorized assistance; failure to comply with an instructor's expectations regarding conduct required of students completing academic assessments in their courses; and failure to comply with exam regulations applied by the Registrar.

For information on the Student Academic Misconduct Policy, Procedure and Academic Integrity, please visit: <https://www.ucalgary.ca/pubs/calendar/current/k-3.html>

Plagiarism And Other Forms Of Academic Misconduct

Academic misconduct in any form (e.g. cheating, plagiarism) is a serious academic offence that can lead to disciplinary probation, suspension or expulsion from the University. Students are expected to be familiar with the standards surrounding academic honesty; these can be found in the University of Calgary calendar at <http://www.ucalgary.ca/pubs/calendar/current/k.html>. Such offences will be taken seriously

and reported immediately, as required by Faculty of Arts policy.

Recording of Lectures:

Recording of lectures is prohibited, except for audio recordings authorized as an accommodation by SAS or an audio recording for individual private study and only with the written permission of the instructor. Any unauthorized electronic or mechanical recording of lectures, their transcription, copying, or distribution, constitutes academic misconduct. See <https://www.ucalgary.ca/pubs/calendar/current/e-6.html>.

Academic Accommodations:

Students seeking an accommodation based on disability or medical concerns should contact Student Accessibility Services. SAS will process the request and issue letters of accommodation to instructors. Students who require an accommodation in relation to their coursework based on a protected ground other than disability should communicate this need in writing to their instructor. The full policy on Student Accommodations is available at

<https://www.ucalgary.ca/legal-services/university-policies-procedures/student-accommodation-policy>

Research Ethics

Students are advised that any research with human subjects – including any interviewing (even with friends and family), opinion polling, or unobtrusive observation – must have the approval of the Conjoint Faculties Research Ethics Board. In completing course requirements, students must not undertake any human subject research without discussing their plans with the instructor, to determine if ethics approval is required.

Instructor Intellectual Property

Course materials created by instructors (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the instructor. These materials may NOT be reproduced, redistributed or copied without the explicit consent of the instructor. The posting of course materials to third party websites such as note-sharing sites without permission is prohibited. Sharing of extracts of these course materials with other students enrolled in the course at the same time may be allowed under fair dealing.

Freedom of Information and Protection of Privacy (FOIP) Act:

Personal information is collected in accordance with FOIP. Assignments can only be returned to the student and will be accessible only to authorized faculty and staff. For more information, see <https://www.ucalgary.ca/legal-services/access-information-privacy>

Copyright Legislation:

See the University of Calgary policy on Acceptable Use of Material Protected by Copyright at <https://www.ucalgary.ca/legal-services/university-policies-procedures/acceptable-use-material-protected-copyright-policy> Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy.

Course materials created by instructors (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the instructor. These materials may NOT be reproduced, redistributed or copied without the explicit consent of the instructor. The posting of course materials to third party websites such as note-sharing sites without permission is prohibited. Sharing of extracts of these course materials with other students enrolled in the course at the same time may be allowed under fair dealing.

Evacuation Assembly Points

In the event of an emergency evacuation from class, students are required to gather in designated assembly points. Please check the list found at <https://www.ucalgary.ca/risk/emergency-management/evac-drills-assembly-points/assembly-points> and note the assembly point nearest to your classroom.

Important Dates:

Please check: <http://www.ucalgary.ca/pubs/calendar/current/academic-schedule.html>.

Faculty of Arts Program Advising and Student Information Resources

- Have a question, but not sure where to start? The Arts Students' Centre is your information resource for everything in Arts! Drop in at SS102, call them at 403-220-3580, or email them at artsads@ucalgary.ca. You can also visit the Faculty of Arts website at <http://arts.ucalgary.ca/undergraduate>, which has detailed information on common academic concerns, including program planning and advice.
- For registration (add/drop/swap), paying fees and assistance with your Student Centre, contact Enrolment Services at 403-210-ROCK [7625] or visit them in the MacKimmie Tower.

Important Contact Information

Campus Security and Safewalk (24 hours a day/7 days a week/365 days a year)

Phone: 403-220-5333

Faculty of Arts Undergraduate Students' Union Representatives

Phone: 403-220-6551

Email: arts1@su.ucalgary.ca, arts2@su.ucalgary.ca, arts3@su.ucalgary.ca,
arts4@su.ucalgary.ca

Students' Union URL: www.su.ucalgary.ca

Graduate Students' Association

Phone: 403-220-5997

Email: askgsa@ucalgary.ca

URL: www.ucalgary.ca/gsa

Student Ombudsman

Phone: 403-220-6420

Email: ombuds@ucalgary.ca

Campus Mental Health Resources

The University of Calgary recognizes the pivotal role that student mental health plays in physical health, social connectedness and academic success, and aspires to create a caring and supportive campus community where individuals can freely talk about mental health and receive supports when needed. We encourage you to explore the excellent mental health resources available throughout the university community, such as counselling, self-help resources, peer support or skills-building available through the following resources:

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SU Wellness Centre: <http://www.ucalgary.ca/wellnesscentre/>

Student Wellness Services:
<https://www.ucalgary.ca/wellness-services/services/mental-health-services>

Campus Mental Health Strategy website: <https://www.ucalgary.ca/mentalhealth/>.