COURSE OUTLINE

1. **Course:** NEUR 500, Honours Thesis in Neuroscience - Fall 2019 & Winter 2020

   Lecture 01: F 14:00 - 14:50 in

   **Instructor**
   Dr Tuan Trang  
   Email: trangt@ucalgary.ca
   Phone: TBA
   Office: HSC 2123
   Hours: TBA

   **Course Site:**
   D2L: NEUR 500 L01-(Fall 2019 - Winter 2020)-Honours Thesis in Neuroscience

   **Note:** Students must use their U of C account for all course correspondence.

2. **Requisites:**

   See section 3.5.C in the Faculty of Science section of the online Calendar.

   **Prerequisite(s):**
   Admission to the Neuroscience Program and completion of 75 units (12.5 full-course equivalents).

3. **Grading:**

   The University policy on grading and related matters is described in F.1 and F.2 of the online University Calendar.

   In determining the overall grade in the course the following weights will be used:

<table>
<thead>
<tr>
<th>Component(s)</th>
<th>Weighting %</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research Proposal Summary</td>
<td>10</td>
<td>October 18, 2019</td>
</tr>
<tr>
<td>Research Progress (report)</td>
<td>10</td>
<td>January 17, 2020</td>
</tr>
<tr>
<td>Research Progress (presentation)</td>
<td>10</td>
<td>January 17, 2020</td>
</tr>
<tr>
<td>Written Thesis</td>
<td>40</td>
<td>March 30, 2020</td>
</tr>
<tr>
<td>Laboratory Notebook</td>
<td>10</td>
<td>April 3, 2020</td>
</tr>
<tr>
<td>Thesis Defense</td>
<td>20</td>
<td>April 3, 2020</td>
</tr>
</tbody>
</table>

   Each piece of work (reports, assignments, quizzes, midterm exam(s) or final examination) submitted by the student will be assigned a grade. The student's grade for each component listed above will be combined with the indicated weights to produce an overall percentage for the course, which will be used to determine the course letter grade.

   The conversion between a percentage grade and letter grade is as follows.

<table>
<thead>
<tr>
<th>Minimum % Required</th>
<th>A+</th>
<th>A-</th>
<th>B+</th>
<th>B</th>
<th>B-</th>
<th>C+</th>
<th>C</th>
<th>C-</th>
<th>D+</th>
<th>D</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>96 %</td>
<td>90 %</td>
<td>85 %</td>
<td>80 %</td>
<td>76 %</td>
<td>72 %</td>
<td>67 %</td>
<td>63 %</td>
<td>59 %</td>
<td>54 %</td>
</tr>
</tbody>
</table>

4. **Missed Components Of Term Work:**

   In the event that a student misses the midterm or any course work due to illness, supporting documentation, such as a medical note or a statutory declaration will be required (see Section M.1; for more information regarding the use of statuary declaration/medical notes, see FAQ). Absences must be reported within 48 hrs.

   The regulations of the Faculty of Science pertaining to this matter are found in the Faculty of Science area of the Calendar in Section 3.6. It is the student's responsibility to familiarize themselves with these regulations. See also Section E.3 of the University Calendar.
5. **Scheduled Out-of-Class Activities:**

There are no scheduled out of class activities for this course.

This is a research based thesis course so there are no regularly scheduled laboratory times. Students are expected to schedule the required amount of time to complete the course into their course schedule. REGULARLY SCHEDULED CLASSES HAVE PRECEDENCE OVER ANY OUT-OF-CLASS TIME ACTIVITY. All coordination of research work is the responsibility of each individual student and is not scheduled.

6. **Course Materials:**

There is no textbook required for this course; however individual thesis supervisors may recommend specific reading material.

7. **Examination Policy:**

There will not be a final examination in this course, but a final oral presentation will be arranged during the last two weeks of classes at times convenient for all parties involved. A final written report in the format of an undergraduate thesis must be submitted by the student to the supervisor no later than 5 days after the last day of classes. (NOTE: some Supervisors may impose an earlier submission deadline.)

Students should also read the Calendar, Section G, on Examinations.

8. **Approved Mandatory And Optional Course Supplemental Fees:**

There are no mandatory or optional course supplemental fees for this course.

9. **Writing Across The Curriculum Statement:**

For all components of the course, in any written work, the quality of the student's writing (language, spelling, grammar, presentation etc.) can be a factor in the evaluation of the work. See also Section E.2 of the University Calendar.

10. **Human & Living Organism Studies Statements:**

Students will not participate as subjects or researchers in human studies.

See also Section E.5 of the University Calendar.

If this course is being evaluated for education research, you will be given separate paperwork indicating whether students in the course are willing to be apart of that study. See also Section E.5 of the University Calendar.

**Ethics Statement:** This course involves conducting your own research project. If your research involves human participants or animal subjects, you and your supervisor must first obtain ethics approval from the appropriate Human Research Ethics Boards (CFREB, CHREB) or Animal Care Committees (HSACC, VSACC, LESACC).

**STUDIES IN THE BSc NEUROSCIENCE PROGRAM MAY INVOLVE THE USE OF LIVING AND DEAD ORGANISMS.** Students taking laboratory- and field-based courses in these disciplines can expect involvement with and experimentation on such materials. Students perform dissections on dead or preserved organisms in some courses. In particular courses, students experiment on living organisms, their tissues, cells, or molecules. Sometimes field work requires students to collect a variety of living materials by many methods, including humane trapping.

All work on humans and other animals conforms to the Helsinki Declaration and to the regulations of the Canadian Council on Animal Care. The program strives for the highest ethical standards consistent with stewardship of the environment for organisms whose use is not governed by statutory authority. Individuals contemplating taking courses or majoring in one of the fields of study offered in the program should ensure that they have fully considered these issues before enrolling. Students are advised to discuss any concern they might have with the Undergraduate Program Director of the Department.

Students are expected to be familiar with Section SC.4.1 of the University Calendar.

11. **Reappraisal Of Grades:**

A student wishing a reappraisal, should first attempt to review the graded work with the Course coordinator/instructor or department offering the course. Students with sufficient academic grounds may request
a reappraisal. Non-academic grounds are not relevant for grade reappraisals. Students should be aware that the grade being reappraised may be raised, lowered or remain the same. See Section I.3 of the University Calendar.

a. Term Work: The student should present their rationale as effectively and as fully as possible to the Course coordinator/instructor within 10 business days of either being notified about the mark, or of the item's return to the class. If the student is not satisfied with the outcome, the student shall immediately submit the Reappraisal of Graded Term work form to the department in which the course is offered. The department will arrange for a re-assessment of the work if, and only if, the student has sufficient academic grounds. See sections I.1 and I.2 of the University Calendar.

b. Final Exam: The student shall submit the request to Enrolment Services. See Section I.3 of the University Calendar.

12. Other Important Information For Students:

a. Mental Health: 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 mental health resources available throughout the university community, such as counselling, self-help resources, peer support or skills-building available through the SU Wellness Centre (Room 370, MacEwan Student Centre, Mental Health Services Website) and the Campus Mental Health Strategy website (Mental Health).

b. SU Wellness Center: The Students Union Wellness Centre provides health and wellness support for students including information and counselling on physical health, mental health and nutrition. For more information, see www.ucalgary.ca/wellnesscentre or call 403-210-9355.

c. Sexual Violence: The University of Calgary is committed to fostering a safe, productive learning environment. The Sexual Violence Policy (https://www.ucalgary.ca/policies/files/policies/sexual-violence-policy.pdf) is a fundamental element in creating and sustaining a safer campus environment for all community members. We understand that sexual violence can undermine students' academic success and we encourage students who have experienced some form of sexual misconduct to talk to someone about their experience, so they can get the support they need. The Sexual Violence Support Advocate, Carla Bertsch, can provide confidential support and information regarding sexual violence to all members of the university community. Carla can be reached by email (svsa@ucalgary.ca) or phone at 403-220-2208.

d. Misconduct: Academic misconduct (cheating, plagiarism, or any other form) is a very serious offence that will be dealt with rigorously in all cases. A single offence may lead to disciplinary probation or suspension or expulsion. The Faculty of Science follows a zero tolerance policy regarding dishonesty. Please read the sections of the University Calendar under Section K, Student Misconduct to inform yourself of definitions, processes and penalties. Examples of academic misconduct may include: submitting or presenting work as if it were the student's own work when it is not; submitting or presenting work in one course which has also been submitted in another course without the instructor's permission; collaborating in whole or in part without prior agreement of the instructor; borrowing experimental values from others without the instructor's approval; falsification/ fabrication of experimental values in a report. These are only examples.

e. Assembly Points: In case of emergency during class time, be sure to FAMILIARIZE YOURSELF with the information on assembly points.

f. Academic Accommodation Policy: Students needing an accommodation because of a disability or medical condition should contact Student Accessibility Services in accordance with the procedure for accommodations for students with disabilities available at procedure-for-accommodations-for-students-with-disabilities.pdf. Students needing an accommodation in relation to their coursework or to fulfill requirements for a graduate degree, based on a protected ground other than disability, should communicate this need, preferably in writing, to the Program Director of the Neuroscience Program, Dr. Willem Wildering by email wilderin@ucalgary.ca or phone 403 220-5283. Religious accommodation requests relating to class, test or exam scheduling or absences must be submitted no later than 14 days prior to the date in question. See Section E.4 of the University Calendar.

g. Safewalk: Campus Security will escort individuals day or night (See the Campus Safewalk website). Call 403-220-5333 for assistance. Use any campus phone, emergency phone or the yellow phones located at most parking lot pay booths.

h. Freedom of Information and Privacy: This course is conducted in accordance with the Freedom of Information and Protection of Privacy Act (FOIPP). Students should identify themselves on all written work by
placing their name on the front page and their ID number on each subsequent page. For more information, see Legal Services website.

i. **Student Union Information:** VP Academic, Phone: 403-220-3911 Email: suvpaca@ucalgary.ca. SU Faculty Rep., Phone: 403-220-3913 Email: sciencerep@su.ucalgary.ca. Student Ombudsman, Email: ombuds@ucalgary.ca.

j. **Internet and Electronic Device Information:** Unless instructed otherwise, cell phones should be turned off during class. All communication with other individuals via laptop, tablet, smart phone or other device is prohibited during class unless specifically permitted by the instructor. Students that violate this policy may be asked to leave the classroom. Repeated violations may result in a charge of misconduct.

k. **Surveys:** At the University of Calgary, feedback through the Universal Student Ratings of Instruction (USRI) survey and the Faculty of Science Teaching Feedback form provides valuable information to help with evaluating instruction, enhancing learning and teaching, and selecting courses. Your responses make a difference - please participate in these surveys.

l. **Copyright of Course Materials:** All course materials (including those posted on the course D2L site, a course website, or used in any teaching activity such as (but not limited to) examinations, quizzes, assignments, laboratory manuals, lecture slides or lecture materials and other course notes) are protected by law. These materials are for the sole use of students registered in this course and must not be redistributed. Sharing these materials with anyone else would be a breach of the terms and conditions governing student access to D2L, as well as a violation of the copyright in these materials, and may be pursued as a case of student academic or non-academic misconduct, in addition to any other remedies available at law.

Department Approval: Electronically Approved Date: 2019-09-03 15:12
Associate Dean’s Approval for out of regular class-time activity: Electronically Approved Date: 2019-09-03 15:14