



REVISED COURSE OUTLINE FOR REMOTE LEARNING

To account for the necessary transition to remote learning from March 13 onward, adjustments have been made to assessment deadlines and requirements so that all coursework tasks are in line with the necessary and evolving health precautions for all involved (students and staff). If you are unable to meet the deadlines or requirements specified, please connect with your course instructor to work out alternative dates/assessments.

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

Lecture 01: F 14:00 - 14:50 - Remote Learning (check with your instructor or coordinator for details)

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

| Component(s) | Weighting % | Date |
|----------------------------------|-------------|------------------|
| Research Proposal Summary | 10 | October 18, 2019 |
| Research Progress (report) | 15 | January 24, 2020 |
| Research Progress (presentation) | 15 | January 31, 2020 |
| Written Thesis | 50 | April 14, 2020 |
| Laboratory Notebook | 10 | April 3, 2020 |
| Thesis Defense | cancelled | --- |

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.

| | A+ | A | A- | B+ | B | B- | C+ | C | C- | D+ | D |
|---------------------------|------|------|------|-----|-----|------|------|-----|-----|------|------|
| Minimum % Required | 96 % | 90 % | 85 % | 80% | 76% | 72 % | 67 % | 63% | 59% | 54 % | 50 % |

| Grading Scale | | | | | | | |
|---------------|---------|----|--------|----|--------|----|--------|
| A+ | 96-100% | B+ | 80-84% | C+ | 67-71% | D+ | 54-58% |
| A | 90-95% | B | 76-79% | C | 63-66% | D | 50-53% |
| A- | 85-89% | B- | 72-75% | C- | 59-62% | F | 0-49% |

Grades on assignments will be determined out of the % weight for each component. Final grades will be the weighted average of all components and converted to a letter grade according the "Grading Scale" above. For the following assignments (Research Proposal and Research Progress) a peer review grading system will be applied. Each student will receive evaluation from 2 classmates in addition to the Instructor and grades determined as the average of all evaluations. Additionally, there is a strict "on time" policy for all assignments. There are to be handed in by 1700h on the due date or a grade of 0% will be given.

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

The University has suspended requirements for students to provide evidence for reasons for absences so please

do not attend medical clinics for medical notes or Commissioners for Oaths for statutory declarations. Please let your instructor know immediately if you are ill and cannot meet the deadlines specified.

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 **ten 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 submit the Reappraisal of Graded Term work form to the department in which the course is offered within 2 business days of receiving the decision from the instructor. The Department will arrange for a reappraisal of the work within the next ten business days. The reappraisal will only be considered if the student provides a detailed rationale that outlines where and for what reason an error is suspected. 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](tel: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](tel: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 bscndir@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-](tel:403-220-2208)

[220-5333](tel: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](tel:403-220-3911) Email: suvpaca@ucalgary.ca. SU Faculty Rep., Phone: [403-220-3913](tel: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.

Electronically Approved - Mar 27 2020 09:31

Department Approval

Electronically Approved - Mar 27 2020 09:37

Associate Dean's Approval for alternate final examination arrangements or remote learning