COURSE OUTLINE FOR REMOTE LEARNING

1. **Course:** CHEM 502.1, Research In Chemistry - Spring 2020 & Summer 2020, Topic: Research In Chemistry I

   **Coordinator(s)**

<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
<th>Phone</th>
<th>Office</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr Gregory Welch</td>
<td><a href="mailto:gregory.welch@ucalgary.ca">gregory.welch@ucalgary.ca</a></td>
<td>403 210-7603</td>
<td>EEEL 546</td>
<td>TBA</td>
</tr>
</tbody>
</table>

   **Section(s)**

   Lab 01:

<table>
<thead>
<tr>
<th>Instructor</th>
<th>Email</th>
<th>Phone</th>
<th>Office</th>
<th>Hours</th>
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</thead>
</table>

   **Remote Learning Supplemental Information:**

   This course does not follow a scheduled meeting pattern. Please refer to the details below for more complete information.

   **Remote Learning Details:**

   As of May 4, 2020, the Chemistry 502 research course will be conducted through remote learning.

   **Instructor:** Individual Supervisor

   **Coordinator:** Gregory Welch, Office: EEEL 546, Phone:403-210-7603, Email: gregory.welch@ucalgary.ca

   Departmental Office: Room SA 229, Tel: (403) 220-5341, e-mail: chem.undergrad@ucalgary.ca

   **Course Site:**

   D2L: CHEM 502.1 B01-(Spring 2020 - Summer 2020)-Research In Chemistry

   **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):**

   Consent of the Department.

   **Note(s):**

   a. It is recommended that students have completed the third year of their program in Chemistry, Applied Chemistry or Chemical Physics. MAY BE REPEATED FOR CREDIT

   Consent of the Department. [http://www.ucalgary.ca/pubs/calendar/current/chemistry.html#6529](http://www.ucalgary.ca/pubs/calendar/current/chemistry.html#6529).

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>Written Literature Review and Outline of Remote Learning Project</td>
<td>25</td>
<td>May 25</td>
</tr>
<tr>
<td>Research Progress Meeting</td>
<td>25</td>
<td>June 29</td>
</tr>
<tr>
<td>Final written report</td>
<td>25</td>
<td>August 12</td>
</tr>
<tr>
<td>Final oral presentation</td>
<td>25</td>
<td>August 18</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></th>
<th>A+</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>Minimum % Required</td>
<td>95%</td>
<td>90%</td>
<td>85%</td>
<td>80%</td>
<td>75%</td>
<td>70%</td>
<td>65%</td>
<td>60%</td>
<td>55%</td>
<td>50%</td>
<td>45%</td>
</tr>
</tbody>
</table>

Important Dates: May 6, 2020 Start of Term
August 28, 2020 End of Term

Note: The grading for ‘research work’ has been removed this term owing to COVID-19 and the inability to work in the laboratory.

Note: If the student and supervisor wish to change the course grading scheme, they must receive permission from the course coordinator and curriculum committee chair.

There will not be a final examination in this course scheduled by the Registrar, but the final oral presentation will be arranged on or prior to last day of exams, August 18, 2020. If remote learning is still in place then this oral presentation can be carried out via an online platform (e.g. Zoom, MS Teams).

Each piece of work (literature review, midterm presentation, final report and final presentation) submitted by the student will be assigned a percentage score. The student’s average percentage score for the various components 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.

This course has a registrar scheduled final exam.

4. Missed Components Of Term Work:

The university has suspended the requirement for students to provide evidence for absences. Please do not attend medical clinics for medical notes or Commissioners for Oaths for statutory declarations.

In the event that a student legitimately fails to submit any online assessment on time (e.g. due to illness etc...), please contact the course coordinator to arrange for a re-adjustment of a submission date. Absences not reported within 48 hours will not be accommodated. If an excused absence is approved, then the percentage weight of the legitimately missed assignment could also be pro-rated among the components of the course.

Missed Components of Term Work: 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 himself/herself with these regulations. See also Section E.6 of the University Calendar.

5. Scheduled Out-of-Class Activities:

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

None

6. Course Materials:

There are no additional course materials required for this course.

7. Examination Policy:

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

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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.

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

10. **Human Studies Statement:**

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

See also Section E.5 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](https://www.ucalgary.ca/wellnesscentre)) and the Campus Mental Health Strategy website ([Mental Health](https://www.ucalgary.ca/policies/files/policies/mental-health-policy.pdf)).

b. **SU Wellness Center:** For more information, see [www.ucalgary.ca/wellnesscentre](https://www.ucalgary.ca/wellnesscentre) or call 403-210-9355.

c. **Sexual Violence:** 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. The complete University of Calgary policy on sexual violence can be viewed at ([https://www.ucalgary.ca/policies/files/policies/sexual-violence-policy.pdf](https://www.ucalgary.ca/policies/files/policies/sexual-violence-policy.pdf)).

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. **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](https://www.ucalgary.ca/policies/files/policies/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 Associate Head of the Department of Chemistry, Dr. Farideh Jalilehvand by email.
ahugchem@ucalgary.ca or phone 403-220-5353. 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.

f. **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.

g. **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.

h. **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.

i. **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 - May 06 2020 09:42

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**Department Approval**

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Electronically Approved - May 06 2020 10:42

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**Associate Dean's Approval for arrangements for remote learning**