



COURSE OUTLINE

1. **Course:** ZOOL 515, Comparative Vertebrate Anatomy - Winter 2022

Lecture 01 : MWF 09:00 - 09:50 in ES 443

Instructor	Email	Phone	Office	Hours
Dr Jessica Theodor	jtheodor@ucalgary.ca	403 210-9819	BI 353	By appointment via Zoom

Lab section(s): B01 Th 09:00-12:00 in BI 044, B02 Th 12:00-3:00 in BI 044

Course Technician: Ms. Arminty Clarke, aclarke@ucalgary.ca, (403) 220-7057, BI 039

TA: Mx. Selina Robson, selina.robson1@ucalgary.ca

During January the labs will be split, 12 people in each of BI 044 and BI 046 to permit better social distancing. The university has increased ventilation (this means it's a bit cold in there). Students must wear lab coats and bring a dissection kit to labs (not needed for week 1).

There is a lab week 1 (Jan. 13).

You will be working with a lab partner throughout the term, to dissect animals (primarily dogfish shark and mink), with other specimens available for observation and comparison.

Safety protocol: Students will be required to wear a mask (not provided) and gloves (provided) in the lab while handling specimens. Students will be placed at a station, and asked to disinfect using wipes provided before moving to the next station.

Photography will be permitted in the lab, but photographs of lab specimens should not be shared on social media.

To account for any necessary transition to remote learning in the winter 2022 semester, courses with in-person lectures, labs, or tutorials may be shifted to remote delivery for a certain period of time. In addition, adjustments may be made to the modality and format of assessments and deadlines, as well as to other course components and/or requirements, so that all coursework tasks are in line with the necessary and evolving health precautions for all involved (students and staff).

In Person Delivery Details:

Labs will be all in-person.

Due to the design of the course, a student can only miss 2 in-person labs. Accommodations for missed in-person lab(s) will be made on a case-by-case basis.

Lectures will be held online on Zoom (<https://ucalgary.zoom.us/j/95352472709>, Meeting ID: 953 5247 2709, Passcode: 345743) until Jan. 31, 2022. Lectures will be recorded and posted, lecture modality will be re-evaluated as university policy changes. Labs will remain in-person.

Re-Entry Protocol for Labs and Classrooms:

To limit the spread of COVID-19 on campus, the University of Calgary has implemented safety measures to ensure the campus is a safe and welcoming space for students, faculty and staff. The most current safety information for campus can be found [here](#).

Course Site:

D2L: ZOOL 515 L01-(Winter 2019)-Comparative Vertebrate Anatomy

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

Equity Diversity & Inclusion:

The University of Calgary is committed to creating an equitable, diverse and inclusive campus, and condemns harm and discrimination of any form. We value all persons regardless of their race, gender, ethnicity, age,

LGBTQIA2S+ identity and expression, disability, religion, spirituality, and socioeconomic status. The Faculty of Science strives to extend these values in every aspect of our courses, research, and teachings to better promote academic excellence and foster belonging for all.

The Biological Sciences Equity Committee acknowledges there are persistent barriers that prevent such accessibility and hinder our progress towards EDI. Our representatives (faculty, staff, postdocs, graduate and undergraduate students) are committed to addressing any concerns and work towards proactive solutions that enact necessary change within the department. To submit anonymous questions, comments or concerns regarding EDI related issues, please reach out to our Chair, Constance Finney (constance.finney@ucalgary.ca), or a committee representative of your choice at <https://science.ucalgary.ca/biological-sciences/about/equity-diversity-and-inclusion>

2. Requisites:

See section [3.5.C](#) in the Faculty of Science section of the online Calendar.

Prerequisite(s):

Zoology 379 or 403.

Antirequisite(s):

Credit for Zoology 515 and 377 will not be allowed.

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:

Course Component	Weight	Due Date (duration for exams)	Modality for exams	Location for exams
Quizzes - Foundation ¹	20%	Ongoing		
Lab notebooks ²	25%	Ongoing		
Quizzes - Challenge ³	20%	Ongoing		
Essay challenges ⁴	20%	Ongoing		
Graded dissection ⁵	15%	Apr 07 2022		

¹ These will be a series of basic quizzes on terminology and definitions, one for each module of the anatomical systems we will study. You will be able to repeat these quizzes as many times as you need until you pass (a passing mark is 80%). Once you pass each quiz the Challenge quiz will open for that module.

² These will be due throughout the term as each lab unit is completed, they will be submitted to D2L Dropbox.

³ Once you pass the Foundation Quiz for a module, you will be able to complete the Challenge Quiz for that module. Here you will learn to apply the concepts with more complex questions. A passing mark here is also 80%, and these quizzes may also be repeated as many times as needed to pass.

⁴ These modules will be similar to the long essay questions in ZOOL 403, and will become available to you once you have completed the Challenge quiz for the module. These will be marked by me, and you may have two attempts, with an opportunity for feedback before your final attempt.

⁵ This will be a group project involving research in the literature relating to anatomical material covered in the lab.

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	90 %	85 %	80 %	77%	73%	70 %	67 %	63%	60%	55 %	50 %

The University of Calgary offers a [flexible grade option](#), Credit Granted (CG) to support student's breadth of learning and student wellness. Faculty units may have additional requirements or restrictions for the use of the CG grade at the faculty, degree or program level. To see the full list of Faculty of Science courses where CG is not eligible, please visit the following website: <https://science.ucalgary.ca/current-students/undergraduate/program-advising/flexible-grading-option-cg-grade>

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, or the course instructor if this course does not have a 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, one possible arrangement is that the percentage weight of the legitimately missed assignment could also be pro-rated among the components of the course. This option is at the discretion of the coordinator and may not be a viable option based on the design of this course.

Should you become ill through the term or be required to isolate because of COVID exposure you must contact Dr. Theodor immediately about missing lab, we will do our best to accommodate absences.

5. **Scheduled Out-of-Class Activities:**

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

6. **Course Materials:**

Required Textbook(s):

Pough, F. Harvey and Christine Janis, *Vertebrate Life*: Sinauer/Oxford.

Recommended Textbook(s):

Kardong, Kenneth V., *Vertebrates: Comparative Anatomy, Function, Evolution*. McGraw Hill.

Lab instructions will be available from D2L and should be read in advance of lab each week.

In order to successfully engage in their learning experiences at the University of Calgary, students taking online, remote and blended courses are required to have reliable access to the following technology:

- A computer with a supported operating system, as well as the latest security, and malware updates;
- A current and updated web browser;
- Webcam/Camera (built-in or external);
- Microphone and speaker (built-in or external), or headset with microphone;
- Current antivirus and/or firewall software enabled;
- Stable internet connection.

For more information please refer to the UofC [ELearning](#) online website.

7. **Examination Policy:**

Note that all quizzes will be online and asynchronous. All Foundation Quizzes, Challenge Quizzes and Essay challenges will be available on D2L. You may use your notes and textbooks to complete them, but must write your work individually.

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.

STUDIES IN THE BIOLOGICAL SCIENCES 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 Department 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 by the Department of Biological Sciences 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 Services:** For more information, see www.ucalgary.ca/wellnesscentre or call [403-210-9355](tel: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 (syva@ucalgary.ca) or phone at [403-220-2208](tel:403-220-2208). The complete University of Calgary policy on sexual violence can be viewed at (<https://www.ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Sexual-and-Gender-Based-Violence-Policy.pdf>)
- d. **Misconduct:** Academic integrity is the foundation of the development and acquisition of knowledge and is based on values of honesty, trust, responsibility, and respect. We expect members of our community to act with integrity. Research integrity, ethics, and principles of conduct are key to academic integrity. Members of our campus community are required to abide by our institutional [Code of Conduct](#) and promote academic integrity in upholding the University of Calgary's reputation of excellence. Some examples of academic misconduct include but are not limited to: posting course material to online platforms or file sharing without the course instructor's consent; submitting or presenting work as if it were the student's own work; submitting or presenting work in one course which has also been submitted in another course without the instructor's permission; borrowing experimental values from others without the instructor's approval; falsification/fabrication of experimental values in a report. Please read the following to inform yourself more on academic integrity:

[Student Handbook on Academic Integrity](#)
Student Academic Misconduct [Policy](#) and [Procedure](#)
[Research Integrity Policy](#)

Additional information is available on the [Student Success Centre Academic Integrity page](#)

e. **Academic Accommodation Policy:**

It is the student's responsibility to request academic accommodations according to the University policies and procedures listed below. The student accommodation policy can be found at: <https://www.ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Student-Accommodation-Policy.pdf>

Students needing an accommodation because of a disability or medical condition should communicate this need to Student Accessibility Services in accordance with the Procedure for Accommodations for Students with Disabilities: <https://www.ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Accommodation-for-Students-with-Disabilities-Procedure.pdf>.

Students needing an accommodation in relation to their coursework or to fulfil requirements for a graduate degree, based on a Protected Ground other than Disability, should communicate this need, by filling out the [Request for Academic Accommodation Form](#) and sending it to Lisa Gieg by email imgieg@ucalgary.ca preferably 10 business days before the due date of an assessment or scheduled absence.

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](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.

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.

Course Outcomes:

- Describe the anatomical systems of vertebrates and their interactions
- Explain the organismal function of anatomical systems
- Identify the anatomical structures of vertebrates
- Compare anatomical differences among major clades of vertebrates
- Explain the embryonic and evolutionary origin of anatomical structures
- Predict the 3 D relationships of structures based on 2D sections
- Communicate effectively orally and in writing using appropriate terminology

Electronically Approved - Jan 07 2022 19:24

Department Approval

Electronically Approved - Jan 10 2022 08:59

Associate Dean's Approval