

Department of Biology Course Outline

SC/BIOL 1001 3.0 Biology II – Evolution, Ecology, Biodiversity & Conservation Fall 2020

Course Description

A continuation of Biology I, exploring major unifying concepts and fundamental principles of biology, building on earlier concepts. Topics include mechanisms of evolution, ecology, a survey of biodiversity and conservation biology. **The laboratory and lecture components must be passed independently to pass the course.**

Prerequisites (strictly enforced)

SC/BIOL 1000 3.00; Course credit exclusions: SC/BIOL 1010 6.0, SC/BIOL 1410 6.00

Course Format & Technology Requirements

- **All elements of the course will be conducted online. There are no on-campus activities.**
- **The course will run in Toronto time** (i.e. all deadlines, times for synchronous sessions etc. are in Toronto time).
- You will be asked to submit some assessments to Turnitin and/or Crowdmark.
- Students must have a **laptop or desktop computer with a camera** and microphone.
- Access to reliable high-speed internet is required.
- Some aspects of the course (synchronous sessions) will involve **Zoom** video conferencing software.
- **Most labs involve SimUText software** by the SimBio company (simbio.com). It is essential that you check you have the system requirements to run this software as it does not work on some devices, including mobile devices and potentially Chromebooks. Please visit <https://simutext.zendesk.com/hc/en-us/categories/200170134-Check-Your-Tech-> to confirm that the SimUText application will work on your computer, and/or to explore your options if there is a problem.
 - If you have a Chromebook please contact the SimUText support team (below) to determine if your system supports SimUText.
 - For SimUText technical support, including questions about system requirements, please consult the support team at <https://simutext.zendesk.com>
 - Purchase of the code to access the SimUText labs should be made directly through the SimBio company at the time of SimUText registration for \$24 USD. Exchange rate will apply at time of purchase. A credit card is required for purchase. See the lab section on the course Moodle site for details.
- I also recommend downloading Office so you can use word and excel (freely available to students, see: <https://uit.yorku.ca/faculty-staff-services/free-microsoft-office-365-education-software/>)
- Other software that may be needed/useful in the course (e.g. PDF X-change PRO) is available for free through myApps: <https://uit.yorku.ca/student-services/computer-labs/myapps/#sqlch-taas-tab-content-0-0>

Course Instructors and Contact Information

Course Director: Dr. Birgit Schwarz (b1001lec@yorku.ca) ***Use this email address for all lecture questions/issues.**

- Online drop-in hours: TBA

Laboratory Coordinator: TBA (b1001lab@yorku.ca) ***Use this email address for all lab-related questions/issues.**

We will try to respond to email within 2 working days (not including weekends), but this is not always possible. Questions and answers that are of interest to the entire class will be posted on the appropriate discussion board or sent via course announcements if urgent. Please do **not** use Moodle Messenger for contact as this system is not used for this course.

Please remember to exercise email etiquette and be professional in your correspondence:

- **Use your @my.yorku.ca email address** - email from other sources may be filtered out.
- **Include your name in your email!**
- Subject Line – Include a brief indication of topic. E.g. “Question about natural selection”

**Please see policy on email etiquette below in course policy section before sending an email*

Schedule

Synchronous sessions (live on Zoom): Mon./Wed. 17:30-19:00 (access through Zoom link on Moodle page).

- **Weekly, recorded lectures that introduce content will be provided ahead of time. Please watch these prior to the synchronous session and complete the online quiz.**
- During the synchronous Zoom sessions we will **apply the knowledge gained from the videos (e.g. to case studies), practice problem solving, address questions**, etc.. Answers to activity questions must be submitted for activity marks (marked for completion only). The synchronous sessions provide a chance for you to interact with your peers and me and get timely feedback on your understanding of the course material. To maintain the proven benefits of interaction and active learning, I highly recommend that you attend the synchronous (live) sessions, but alternative options to submit answers will be available for those that are unable to join.
- Near the end of the week, a **graded ‘Question of the Week’** will be posted, which you will need to complete individually to demonstrate your understanding (marked for correctness and clarity, i.e. how well the answer is communicated).

Laboratory Schedule: All labs take place remotely. Please refer to the university online course information site and the laboratory schedule on the Moodle site for the course. Times for synchronous laboratory sessions and Zoom links vary by lab section and some weeks do not have synchronous sessions. We recommend attending the synchronous sessions to get help from TAs, but we will do our best to provide asynchronous alternatives.

Both lecture and laboratory components must be passed independently to pass the course.

Evaluation

Quizzes†:	15%	Weekly; typically released on Tuesday & due the following Monday at 11 am.
Question of the Week (QOW)*:	30%	Weekly; typically released on Friday & due the following Thursday at 11 am.
Integrative Questions (IQ)#:	10%	Due Sun. Oct. 18 & Sun. Nov. 15
Final Integrative Questions:	10%	Final exam period, scheduled by Registrar’s Office
Activities^:	13%	Throughout term; includes worksheets, discussion boards, online activities, etc.
Laboratory**:	22%	Mandatory, even if repeating the course.

† There will be 11 quizzes; your best 8 of 11 quizzes will count towards this mark. Quizzes will typically have ~ 5 to 15 questions related to the readings and online (pre-recorded) lectures. Quiz points are awarded based on correctness.

* There will be 10 QOW; your best 7 of 10 QOW assignments will count towards this mark.

Each worth 5%

^ Items in this category will be for points for reasonable participation/completion. The lowest 30% of the points (including zeroes) will be dropped to calculate your grade for this category. This is to account for an occasional missed activity or technical issues.

****Both lecture and laboratory components must be passed independently to pass the course.**

Please provide Dr. Schwarz with Accommodation documentation by 3 pm, Friday Sept. 25.

PLEASE CAREFULLY REVIEW THE INFORMATION ABOUT THE COURSE STRUCTURE AND WEEKLY DEADLINES POSTED ON MOODLE! Please note that the course runs on Toronto time, this also applies to all deadlines!

Broadly a typical week would usually consist of the following:

- **Pre-class content:** videos, readings etc. (to be completed prior to the start of the week)
- **Online reading quiz** (typically due Monday 11am, some exceptions may apply)
- **Activities:** two options to complete *either*
 - During synchronous zoom sessions during scheduled lecture time slot (usually with classmates as a team) *or*
 - Asynchronously (instructions on Moodle, typically due Fridays, 11am)
- **Question of the week** (due the following Thursday, 11am)

As indicated in the table above there will also be **integrative questions** (typically answering these questions would require integrating concepts from several topics (weeks) of the course).

Reading quizzes:

- Are **based on the material you are asked to complete prior to the synchronous sessions** – this can be videos, readings etc.
- Most questions will be multiple choice and are **marked for correctness** (some exceptions may apply)
- You have two attempts for each quiz and only the higher one counts.
- When I calculate your quiz grade, **I will drop the 3 quizzes with the lowest marks, including 0's**. This also accounts for missed quizzes for any reason, including missing the deadline, technological/internet problems, illness etc.. and means I cannot grant additional exemptions.
- Because quizzes ensure you are prepared for the coming week's activities, they can not be submitted late, therefore grace days can **NOT** be applied to reading quizzes and late quizzes will not receive any marks.

Activities grade:

- **Will be marked for participation:** i.e, no penalty for submitting an incorrect answer, but **in order to receive participation points you have to make a reasonable effort at answering all questions. For collaborative team submissions you must have made substantial contributions.** Deductions or no points may be given if little effort was made (e.g. missing answers to some questions etc.)
- Additional activities, e.g. reflections may be posted from time to time (due dates for these may vary).
- When I calculate your activities grade, **I will drop 30% of points (i.e. you only have to reach 70% to get the full activity points)**. This is to account for missed activities for any reason, including missing the deadline, technological/internet problems, illness etc.. This means I cannot grant additional exemptions as participation is a crucial component of this course.
- Grace days cannot be applied to Activities (see course policy section)

Questions of the week and integrative questions (likely submitted through Crowdmark and Turnitin):

- These will normally be **short-answer questions** and you will normally have at least a few days to answer these.
- **Open-book, but the answers MUST be in your own words, you cannot copy anything from anyone else, nor from the internet, textbooks or course slides.** Remember this is an individual assessment!
- No electronic file-sharing: **You are not permitted to show your answers to anyone or post them anywhere** (doing so is considered aiding and abetting and a **breach of academic honesty**)
- If you have discussed the questions with other people from the course (e.g. in your study group) you **MUST** note their names in your submission (but remember not to copy from each other).
- When calculating your QOW grade, I will drop the 3 questions with the lowest points, incl. 0's (i.e. you can miss 3 QOWs without penalty). Please note: this does not apply to the integrative questions, these cannot be missed!
- Grace days apply to QOWs and IQs, but not the final integrative questions (see course policy section)

Labs:

- **All labs will be conducted online.** See posted lab schedule for details on synchronous sessions and deadlines.
- **Labs have an initial deadline and a grace period (typically 1 week), at the end of the grace period is the final deadline. You should always aim to meet the initial deadline as further extensions are not possible.** Further grace days cannot be applied to labs. Please note that the deadline listed on the SimUText application is the final deadline NOT the initial one!

A note on academic integrity:

- **Electronic file-sharing is not permitted.** Some exceptions apply, e.g. sharing within your team to complete assignments/activities specifically designated as collaborative or if instructed to do so to receive feedback or for sharing your own notes from synchronous sessions with current students in the course who missed the session, or as note-taker for students with accommodations. Outside of that electronic sharing of files (including but not limited to lab reports, assignments, exam questions etc.) is not permitted. If you are unsure check with us before sharing.
- **Use of services (e.g. essay writing/editing or file-sharing websites or private services) that complete your assignments for you or provide “model answers” is strictly forbidden.** It should be obvious that it is never ok to pay someone to complete your course work for you, but some of the commercial providers are sneaky and will try to make it sound legitimate even though it is not – don’t fall for it! Please remember: Not only is this unfair to your peers and detrimental to your learning, you are risking academic honesty charges, and leaving yourself open to blackmail for years to come (do you really want this to come back and haunt you when you are starting your career?), potentially even identity theft if you give them your login information as they will be able to access all your student accounts that may include such information as your SIN, birth date, address etc..

This course has a considerable amount of buffer built into this course. For that reason, modifications to the grading scheme will not be considered. *Note: While I try to avoid this as much as possible, final course grades may be adjusted to conform to Program or Faculty policies for grades distribution profiles.*

Important Dates

LABS START FRI. SEPT. 11: There are 6 labs; labs 1, 2, 3, 4, and 6 are asynchronous. Lab 5 is synchronous. *See lab schedule on the Moodle site for schedule details.*

Final Integrative Question – during Final Exam period – these are scheduled & published by the Registrar’s Office

Fall reading week: Oct 10-16

Last Day to drop the course without receiving a grade: November 6, 2020

Course Withdrawal Period: (withdraw from a course and receive a grade of “W” on transcript): Nov. 7 – Dec. 8

For additional important dates such as holidays, refer to the “[Important Dates](#)” section of the Registrar’s Website.

Resources

*This includes material designed for use as part of SC/BIOL 1001 3.0 at York University and is the property of the instructor unless otherwise stated. Third party copyrighted materials (such as book chapters and articles) have either been licensed for use in this course or fall under an exception or limitation in Canadian Copyright law. **Copying this material for distribution (e.g. uploading material to a commercial third-party website) is a violation of Copyright law. You do NOT have the right to post course materials anywhere or share them with anyone outside of this course.** Please remember to also be respectful of each other’s and my privacy and not share any conversations, recordings etc. outside of this course.*

Textbook (required)

There are several different versions of the **required text (you need only one) which you can rent or buy:**

- BIOL 1000/1001 Custom text for York University (based on 3rd Cdn edition, Pearson) (jellyfish cover).

OR

- Freeman *et al.* 2018. **Custom edition** of ‘Biological Sciences’, 3rd Cdn edition, Pearson (forest stream on cover)

OR

- Freeman *et al.* 2018. ‘Biological Sciences’, 3rd Cdn edition, Pearson (full book; bird on cover)

Simbio (required)

- BIOL 1001 Fall 2020 SimBio activation key for the 4 online labs. Activation key can be purchased online directly from SimBio using a credit card.

Other readings may be assigned during the course and will be made available to students.

Course Moodle Site (<http://moodle.yorku.ca>):

- Pre-recorded lectures, quizzes, non-text readings, and assignments will be found here (unless otherwise indicated)

Course Learning Outcomes

Upon successful completion of this course, students will be able to:

- Apply and build upon concepts, including learning strategies, from BIOL 1000 to BIOL 1001 topics.
- Use the process of scientific inquiry to develop hypotheses, make predictions, evaluate evidence and make effective decisions/written arguments about real-world biological issues.
- Explain the multiple lines of evidence for evolution, to peers and/or a general audience.
- Apply knowledge of evolutionary mechanisms and basic genetics to explain accurately the common ancestry and diversity of life on Earth, how populations change over time, and how new species arise.
- Construct a phylogenetic tree to accurately represent evolutionary relationships between organisms.
- Synthesize knowledge about evolutionary mechanisms and ecological concepts to produce a well-reasoned solution to an ecological problem.

Course Content

In this course, you are introduced to biological terminology and major concepts that underlie this field and continue to develop a foundation for further courses/work in biology and related areas. While the scope of material in this course is very broad, **students are encouraged to consider common threads and themes** that extend across the various topics, including those presented in BIOL 1000. This course is intended to help develop scientific literacy and critical thinking skills required of citizens in modern society.

Introductory survey courses often seem to be composed of a huge set of known, static facts, but the science of Biology (and other areas) is **dynamic, questioning, and continually changing over time**. In science, we are constantly challenging existing hypotheses and models through experimentation as new observations are made. My role as an instructor is to provide you with multiple learning opportunities in an environment that challenges you, and to encourage you to ask questions. Thus, you should feel comfortable asking questions in this course. I may not always be able to answer your questions, but can usually help you find out more. Asking questions is an important skill in science (and it's always good to practise!). We also encourage you to seek answers to your questions on your own—another important skill to practise! **You are expected to complete the required readings and online work prior to the synchronous class time. As in all courses, students are expected to spend time beyond the regular course hours in preparation, review, studying, etc., related to the course.**

Lecture Topics include:

- | | | |
|---|-------------------|------------------------|
| - Nature of Science | - Macroevolution | - Ecology |
| - Mechanisms of Evolution
(incorporates genetics from BIOL 1000) | - Phylogenetics | - Conservation Biology |
| | - Human Evolution | |

Topic-specific learning outcomes will be made available on Moodle.

The **lab** is a key part of this course, as experimentation, observations and communication of biological phenomena are important aspects of doing, and understanding, science.

Experiential Education and E-Learning

E-Learning: online quizzes (both lecture and lab), weekly activities, supplemental videos

Experiential Education: Lab work, teamwork in synchronous lecture and lab sessions.

Other Information

See Moodle: *Recommendations for Success* for tips on how to do well!

Course Policies

We know that this part might seem really boring, but it's VERY important that you read it ahead of time so that you are familiar with policies now rather than after the fact.

E-MAIL ETIQUETTE:

Meant to help foster a respectful and efficient correspondence, which ultimately benefits everyone!

- Email b1001lec@yorku.ca to contact your professor; for the Lab Director/Coordinator email b1001lab@yorku.ca
- Please make sure to use your Yorku email address when emailing me or TA's as other email addresses are filtered out by the university and will not reach us. Don't use the Moodle emailing system.
- **Subject line:** a brief indication of topic (e.g., 'Question regarding natural selection'). **Emails without the required information will not receive a response.**
- **Include your NAME at the end of each email.** It helps us know which name you would like to be addressed by.
- **Remember, you are in a professional environment,** and thus all your written correspondence, including emails, should be professionally conducted.
- Please allow 48 hours (2 work days, not including weekends) to respond.
 - Please avoid re-sending your email as this just puts it in with the more recent emails, resulting in further delays in responding.
- Before emailing your instructor, **consider the nature of your question and whether another resource should be consulted first.** For example, lab-related queries should be directed to the Lab Coordinator/TA. **Don't be surprised if you don't receive a response to a question that could be easily answered by looking at the Course Outline or Moodle site.**
 - If you have questions about course topics please post them in the Moodle lecture forum or ask during synchronous sessions as other students may have the same or a similar question.

ACADEMIC INTEGRITY:

- Students are expected to be familiar with and follow [York University's policies regarding academic integrity](#). Please consult the Moodle site and <https://spark.library.yorku.ca/academic-integrity-what-is-academic-integrity/> for more details.
- **Electronic file-sharing is not permitted.** Some exceptions apply, such as for sharing within your team for the purpose of completing assignments or activities that are specifically designated as collaborative or if instructed to do so to receive feedback or for sharing your own notes from synchronous sessions with students currently enrolled in the course who missed the session, or as note-taker for students with accommodations. Outside of that electronic sharing of files (including but not limited to lab reports, assignments, exam questions etc.) is not permitted. If you are unsure whether sharing is ok in your particular circumstance check with us before sharing.
- **You cannot post or share assessment questions or answers anywhere.** Doing so is considered aiding and abetting and a breach of academic honesty.
- **Use of services (including but not limited to essay writing/editing or file-sharing websites, private tutoring companies or private services) that complete your assignments for you or provide "model answers" is strictly forbidden.** Some private tutoring companies claim an affiliation with York University, but this is not true and York University takes any resulting breaches of copyright and/or academic honesty very seriously with serious consequences for the involved individuals – see the official York University statement by the Provost and Vice-President Academic <https://vpap.info.yorku.ca/2020/07/statement-regarding-private-tutoring-companies-that-claim-an-affiliation-with-york-university/>
- **Your work must be your own: Lab reports, and answers to assessment questions MUST be in your own words, you cannot copy anything from anyone else, nor from the internet, textbooks or course slides.** Copying a sentence, paragraph or more and then just changing some of the words is still considered plagiarism! If you copied from someone else it is not your own work and thought process! Go to the Spark Academic Integrity site if you need a reminder on what is ok and what is not: <https://spark.library.yorku.ca/academic-integrity-what-is-academic-integrity/> and <https://spark.library.yorku.ca/creating-bibliographies-plagiarism/>
- If you have discussed assessment questions with other people from the course (e.g. in your study group) you **MUST** note their names in your submission (but remember not to copy from each other).

COPYRIGHT AND INTELLECTUAL PROPERTY:

- Images and material presented throughout the course are subject to Canadian copyright law.
- **Lectures and other course materials are designed for use as part of this course at York University only and are the intellectual property of the instructor. They cannot be distributed without explicit written permission. ALL course materials are copyrighted.** This includes but is not limited to slides, videos and lecture recordings, recordings of synchronous class or lab sessions, assignment or lab instructions, quizzes, questions of the week, integrative questions, in-class activities etc.. **You do NOT have the right to post these anywhere or share them with anyone outside of this course.** Please remember to also be respectful of each other's, the TAs and my privacy and not share any conversations, recordings etc. outside of this course. Third party copyrighted materials (such as book chapters, journal articles, music, videos, photos etc.) have either been licensed for use in this course or fall under an exception or limitation in Canadian Copyright law or permission for their use in this course has been obtained from the copyright holder.
- Copying this material for distribution (e.g. uploading material to a commercial third-party website) may lead to a charge of misconduct under [York's Code of Student Rights and Responsibilities](#) and the [Senate Policy on Academic Honesty](#) and/or legal consequences for violation of copyright law if copyright law has been violated.

MISSED ASSESSMENTS OR OTHER COURSE WORK:

- In designing this course, I have built-in a lot of flexibility to accommodate a multitude of different circumstances (including illness, accidentally missing a deadline, technical difficulties, other obligations) and give everyone a chance to complete this course successfully. E.g. you normally have at least several days (if not weeks) to complete quizzes, labs, assessment questions etc. and most components allow you to miss the occasional assessment without penalty and/or provide grace days for the occasional late submission. As such, **there should be no need for additional exceptions (including for illness) and therefore I will not provide these.** If you feel that there are extenuating circumstances in your case (e.g. you were ill for an exceptionally long time), you must contact me as soon as possible so we can try to find a solution (normally within 2 days of the missed deadline and at the latest as soon as you are capable of participating again). Please note that the format of any make-up assignment can differ from the original format (e.g. instead of a written answer to a question it could be an oral exam).
- **Final deadlines for lab submissions are final** (remember these already incorporate a grace period, you are supposed to submit your labs by the initial deadline listed in the lab schedule on Moodle). Please note that the **deadline listed on the SimUText application is the final deadline!**
- **If you miss the FINAL INTEGRATIVE QUESTIONS** you must email me within one week of the date of the final integrative questions with a completed DSA attached (b1001lec@yorku.ca), and [petition](#) your home faculty for [deferred standing](#). It is the Petition Committee's decision whether deferred standing is granted; if it is, the committee will set the deadline for writing the deferred exam. Denied petitions will result in a zero on this assessment.
 - **The format of the make-up assignment can differ from the original final integrative question format, e.g. it could be an oral exam.**

ACCOMMODATIONS:

- **Submit CDS Accommodation letters to me by September 25, 2020 via b1001lec@yorku.ca. Please put "Accommodations" in the subject line.**
- I have designed the course in a way that should address many accommodations (e.g. providing lots of time, typically several days, for assessments, and grace days), but some components may need modifications (e.g. timed quizzes) so please make sure to send me your accommodations letter.
- Please make me (and Lab Coordinator if labs are affected) aware of any [religious observance conflicts](#) by communicating with b1001lec@yorku.ca (or b1001lab@yorku.ca for labs) **at least three weeks in advance of the conflict.**
- If you feel that there are extenuating circumstances that may interfere with your ability to successfully complete the course requirements, I encourage you to discuss the matter with me **as soon as possible**.
- **Please note:** "Senate policy states that students are expected to monitor their progress in courses, taking into account their personal and academic circumstances, and to make the necessary adjustments to their workload to meet the requirements and deadlines." (from Senate Policy of Students' Responsibilities in the Petition/Appeal Processes). **The drop deadline is November 6, 2020.**

- Students who require reasonable accommodations in resources or evaluation methods are encouraged to consult with the [Student Accessibility Services](#) & ensure that requests for appropriate accommodations are arranged with the me early in the term.

PRE-SYNCHRONOUS SESSION QUIZZES:

- Quizzes will occur approximately weekly and will be based on readings/pre-recorded video lectures to prepare you for the upcoming synchronous sessions, however, some review questions may be included.
- Marks are awarded for quizzes on the basis of a correct answer.
- You have a limited amount of time in which to complete the quiz. If you are completing a quiz when the deadline passes, you will receive no marks for that quiz.
- Because of the marking scheme your best 8 quizzes will count towards your quiz; thus documentation, etc., will not be considered. **Missing one quiz is unlikely to have a large impact on your grade.** Students encountering longer-term medical issues (*e.g.*, in the hospital for greater than a few days) should contact me as soon as possible.
- If you are having issues with a quiz (can't see questions), please check your browser settings (particularly if you have done a software update).

REGRAIDING/MARK CALCULATION ERRORS and GRACE DAYS:

- In order to be fair and consistent to the entire class, individual grades and grading schemes are not negotiable and **individual "extra credit" assignments are not provided at any point during or after the course.** Please only contact me about a grade if there is a clear error (calculation, clerical, etc.) within two weeks of the grade being made available to you.
- If you think an assignment was marked incorrectly you must submit a written paragraph detailing your rationale (based on academic grounds*), using the appropriate form posted on Moodle to me no sooner than 2 days and no later than two weeks after receiving your mark for the assessment in question. Emails without the proper form or requests that are not based on academic grounds*, or early/late requests will not receive a response. **NOTE: re-marking can result in the mark being raised, confirmed, or lowered, and marking rubrics are not negotiable.**
- I understand that these are unprecedented and in many ways unpredictable times that call for some flexibility. Life happens, and unexpected things sometimes come up or multiple deadlines in different courses make it difficult to complete things on time. I am therefore offering a total of **5 grace days** that can be used for the questions of the week or the integrative questions during the term ONLY (you cannot use them for the final integrative questions due to university regulations). You have 5 days total and can use them flexibly *e.g.* you could submit ONE assignment FIVE days late OR each of FIVE assignments ONE day late, or one assignment two days late and another one three days late etc.. The following rules apply:
 - You cannot use these for labs (labs already have a grace period for each lab (typically 1 week).
 - You can only use them for the QOWs and IQs during the term, nothing else (*e.g.* you can't use them for quizzes, weekly activities etc., these must be submitted on time to get points, but some can be missed without penalty – see evaluation section above)
 - **Grace days will automatically be applied, please don't email to ask permission to use them.**
 - It is your responsibility to keep track of how many grace days you already used.
 - **I count in calendar days: if you submit *e.g.* 1 hour late, it still counts as 1 day, weekend days also count.**
 - You get a total of 5 grace days for the entire term, so once these are used up any late submissions will not be accepted and you will not receive points (this is due to our marking schedule and for fairness as you cannot submit once others have received feedback as this would create an unfair advantage. It is also important to keep on track throughout the course.)

ONLINE NETIQUETTE AND CODE OF CONDUCT:

- We encourage you to participate actively in the course and engage with your peers, me and your TAs in various ways throughout the course, *e.g.* in synchronous sessions, in the online Moodle discussion forums, etc.. I expect you to keep your discussions polite and respectful. Please follow the rules:
 - First and foremost remember that it is a human being your messages are going to, even if all you are seeing is a computer screen.

- Please be respectful and professional: We provide space for you to discuss course material with your classmates. Posts containing personal insults/attacks/intimidation/inappropriate language/profanity will be removed. Everyone has a right to be in this course, to feel welcome and to be treated with respect.
- Please post only material relevant to BIOL1001. Other posts are likely to be deleted. Exceptions apply to forums specifically dedicated to socializing.
- Be kind, even if someone has made a mistake. If you want to give feedback e.g. on someone's answer to a practice question, do it nicely and constructively.
- While it is appropriate to engage in debate/discourse on biological topics, such discussions should be respectful and evidence-based. Evidence should be from trusted sources—consult with the library or with me if you are not sure. (See: <http://www.yorku.ca/webclass/module4a.html>)
- Any posts that appear to violate our code of conduct may be edited, hidden, or deleted at the discretion of instructors/moderators. If posts appear to violate of academic honesty or the York University Student Code of Conduct (<http://www.yorku.ca/oscr/codeofrr.html>) further action will be taken.
- If you notice any inappropriate threads/posts please contact me as soon as possible.
- You cannot share any materials from the course outside the course without explicit, written permission, this includes posts or other work by your peers.

Disclaimer: While I will attempt to remove/edit objectionable/inappropriate material as soon as it comes to my attention, I may not be able to review every post in a timely manner (remember there is only one of me). Forum posts express the views and opinions of the post's author and not the moderators/instructors (except for posts by these people) and they cannot be held liable.

LAB POLICIES & FORMAT:

- Students must follow lab policies outlined in the Lab section on the Moodle site and those discussed above. Students are expected to read these policies.
- Check the lab schedule on the Moodle site for deadlines (please use the lab schedule to check the deadlines, not the SimUText site). Start your labs early to ensure you can get help if needed! As noted above, the final deadlines are final.
- Most labs are asynchronous (TAs will be available for help during certain times), there will be one synchronous lab.

TURNITIN.COM:

- In this course, you will be asked to submit electronic copies of some answers to assessment questions and lab reports to Turnitin.com (likely through the Moodle site). This will ensure that your hard work, once added to the database, cannot be plagiarized in the future by students at any university!

SYNCHRONOUS LECTURE SESSIONS WILL NORMALLY BE RECORDED:

- **I will attempt to record most synchronous sessions, but please be aware that technical issues do arise** (or I may forget, I am human, too) and that there may be a lag time before these can be posted! These recordings are allowed **ONLY** as a personal study aid & are **NOT** allowed to be sold, passed onto others, or posted elsewhere online. **Lectures are the intellectual property of the professor & cannot be distributed without permission.**

**Academic grounds means you make an academic argument for why your answer is correct – statements such as “this grade does not reflect my knowledge” or “I really studied hard and I deserve a better grade” are not academic grounds.*

University Policies

Academic Honesty and Integrity

York students are required to maintain the highest standards of academic honesty and they are subject to the [Senate Policy on Academic Honesty](#). The Policy affirms the responsibility of faculty members to foster acceptable standards of academic conduct and of the student to abide by such standards. There is also an academic integrity website with comprehensive information about academic honesty and how to find resources at York to help improve students' research and writing skills, and cope with University life. Students are expected to review the materials on the [Academic Integrity website](#).

Important A note from the Faculty of Science Committee on Examinations and Academic Standards:

Numerous students in Faculty of Science courses have been charged with academic misconduct when materials they uploaded to third party repository sites (e.g., Course Hero, One Class, etc.) were taken and used by unknown students in later

offerings of the course. The Faculty's Committee on Examinations and Academic Standards (CEAS) found in these cases that the burden of proof in a charge of aiding and abetting had been met, since the uploading students had been found in all cases to be willfully blind to the reasonable likelihood of supporting plagiarism in this manner. Accordingly, to avoid this risk, students are urged not to upload their work to these sites. Whenever a student submits work obtained through Course Hero or One Class, the submitting student will be charged with plagiarism and the **uploading student will be charged with aiding and abetting**.

Note also that **exams, tests, and other assignments are the copyrighted works of the professor assigning them, whether copyright is overtly claimed or not (i.e. whether the © is used or not)**. Scanning these documents constitutes copying, which is a breach of Canadian copyright law, and the breach is aggravated when scans are shared or uploaded to third party repository sites.

Access/Disability

York University is committed to principles of respect, inclusion and equality of all persons with disabilities across campus. The University provides services for students with disabilities (including physical, medical, learning and psychiatric disabilities) needing accommodation related to teaching and evaluation methods/materials. These services are made available to students in all Faculties and programs at York University.

Students in need of these services are asked to register with disability services as early as possible to ensure that appropriate academic accommodation can be provided with advance notice. You are encouraged to schedule a time early in the term to meet with each professor to discuss your accommodation needs. Please note that registering with disabilities services and discussing your needs with your professors is necessary to avoid any impediment to receiving the necessary academic accommodations to meet your needs.

Additional information is available at the following websites:

[Student Counselling and Development](#)

[Counselling \(Glendon\)](#)

[York Accessibility Hub](#)

Ethics Review Process

York students are subject to the York University *Policy for the Ethics Review Process for Research Involving Human Participants*. In particular, students proposing to undertake research involving human participants (e.g., interviewing the director of a company or government agency, having students complete a questionnaire, etc.) are required to submit an *Application for Ethical Approval of Research Involving Human Participants* at least one month before you plan to begin the research. If you are in doubt as to whether this requirement applies to you, contact your Course Director immediately.

Religious Observance Accommodation

York University is committed to respecting the religious beliefs and practices of all members of the community, and making accommodations for observances of special significance to adherents. Should any of the dates specified in this syllabus for an in-class test or examination pose such a conflict for you, contact the Course Director within the first three weeks of class. Similarly, should an assignment to be completed in a lab, practicum placement, workshop, etc., scheduled later in the term pose such a conflict, contact the Course director immediately. Please note that to arrange an alternative date or time for an examination scheduled in the formal examination periods (December and April/May), students must complete an [Examination Accommodation Form](#), which can be obtained from Student Client Services, Student Services Centre.

Student Conduct in Academic Situations

Students and instructors are expected to maintain a professional relationship characterized by courtesy and mutual respect. Moreover, it is the responsibility of the instructor to maintain an appropriate academic atmosphere in the classroom and other academic settings, and the responsibility of the student to cooperate in that endeavour. Further, the instructor is the best person to decide, in the first instance, whether such an atmosphere is present in the class. Click [here for the policy and procedures governing disruptive and/or harassing behaviour by students in academic situations](#).

We wish you great success in BIOL 1001! If you need any help, please do not hesitate to contact me (or the lab coordinator or TA, depending on your question)