

### **PART 3: Dr. Howard, Revised Course outline for last third of course March 9- April 2**

Dear Bioc 401 Class,

As I have indicated, in order to slow the spread of COVID19, we will move to on-line deliver effective Monday March 16<sup>th</sup>. Online courses are an entirely different animal and take a tremendous amount of resources not just from instructors but also in IT support. So I will say upfront, please keep your expectations low and be patient with us- we are trying our best but none of us have experience with this format.

I have pared down the material to make it more reasonable to handle for both of us. Below is the grading scheme and topics, which have been adjusted to redistribute the marks a bit more evenly. Since you will have access to your notes and reading material, the evaluations will be open book style and I will evaluate you on your understanding of the material presented.

Before each class, I will post some combination of slides, and/or reading material on course spaces. Please read before our scheduled class time. During class time, I will have a chat room open where you can post discussion questions. I encourage everyone to participate with both their questions and what they think the answer may be, and I will try to guide the conversation. Hopefully this works. Our LTM was not designed with online delivery in mind so it is possible it will be glitchy. If this occurs we may have to abandon the idea of the chatroom. To reduce the burden on the system, our assignments, quizzes and tests will not be timed. You will have 24 hours to complete. A reminder it is an academic offense to plagiarize the work of others. While you may discuss amongst yourselves you must ensure the work you submit is in your own words. In the interest of public health, I strongly urge you not to meet together to work on this. Please practice social distancing during this time.

**The quiz on the 23<sup>rd</sup> will cover only the section on miRNA. The final test will cover only the section on nonsense mediated decay.**

In-person office hours are now cancelled. In its place, I will be available in a chat room on course spaces Mondays and Thursdays 3-4pm. As you can imagine it has been a crazy week with meetings and planning. In the event I cannot make on-line office hours as posted, I will create another time.

You may email me at [poward@uvic.ca](mailto:poward@uvic.ca) with questions that are fairly simple to answer by email and the answers are not too long. I may elect to answer you question on course spaces so that all can see it. Or we may have to set up a phone conversation. Email will take longer to respond to. In the little time we had together, I really enjoyed teaching you. I thank you for your patience as we navigate these uncharted waters.

Please take care and stay well,

Perry

**Grading:**

Date	topic	assessment	% total mark
Mar 9	miRNA introduction		
12	miRNA biogenesis I		
16	assignment #4	assignment	6.5%
19	miRNA biogenesis II		
23	Quiz 6 on miRNA section only	On-line Quiz 6- during class time	10%
26	Nonsense mediated decay introduction	Take-home assignment	6.5%
30	Nonsense mediated decay case study		
April 2	Test 3 on nonsense mediated decay section only	On line Class test 3 during class time but on line	10%

**UVic Grading Scheme**

<b>A<sup>+</sup></b>	90 -100	<b>B<sup>+</sup></b>	77 - 79	<b>C<sup>+</sup></b>	65 - 69	<b>F</b>	< 50
<b>A</b>	85 - 89	<b>B</b>	73 - 76	<b>C</b>	60 - 64	<b>N **</b>	< 50
<b>A<sup>-</sup></b>	80 - 84	<b>B<sup>-</sup></b>	70 - 72	<b>D</b>	50 - 59		

**\*\* N grades**

Students who have completed the following elements will be considered to have completed the course and will be assigned a final grade:

- *one of Group Assignments 1 and 2 (Jan 16/23)*
- *Test 1 (Jan 30)*
- *Group Assignment 3 (Feb 24)*
- *Test 2 (March 5)*
- *Quiz 6 (Mar 23)*
- *Test 3 (April 2).*

Failure to complete one or more of these elements will result in a grade of “N” regardless of the cumulative percentage on other elements of the course. An N is a failing grade, and it factors into a student’s GPA as 0. The maximum percentage that can accompany an N on a student’s transcript is 49.

**DEPARTMENT INFORMATION AND POLICIES**

1. The Department of Biochemistry and Microbiology upholds and enforces the University's policies on academic integrity. These policies are described in the current University Calendar. All students are advised to read this section.
2. Cell phones, computers, and other electronic devices must be turned off at all times unless being used for a purpose relevant to the class. Students having a cell phone, tablet, or computer on their person during an exam will be assumed to have it for the purpose of cheating.
3. Any recordings of lectures may only be performed with written permission of the instructor, and are for personal use only. The instructor retains copyright to such recordings and all lecture materials provided for the class (electronic and otherwise); these materials must not be shared or reposted on the Internet.
4. Course materials, such as notes, problem sheets, quizzes, examinations, example sheets, or review sheets, may not be redistributed without the explicit written permission of the instructor.
5. Students are expected to be present for the midterm and final exams. Instructors may grant deferrals for midterm examinations for illness, accident, or family affliction, and students must provide appropriate documentation 48 hours after the midterm exam. The Department of Biochemistry and Microbiology considers it a breach of academic integrity for a student taking a deferred examination to discuss the exam with classmates. Similarly, students who reveal the contents of an examination to students taking a deferred examination are considered to be in violation of the University of Victoria policy on academic integrity (see current University Calendar). Deferral of a final exam must be requested with an Academic Concession form and submitted directly to Undergraduate Records. Deferred final exams for fall term courses will be arranged by the instructor. Deferred final exams for spring term courses will be arranged through Undergraduate Records and must be written before the end of the summer term as stipulated in the University Calendar.
6. Multiple choice scan sheets for machine scoring (bubble sheets) are considered the authentic exam answer paper and will be retained by the department for 1 year.
7. Professors may refuse to review/remark exams not written in indelible ink. In addition, requests for review/remark of a midterm exam must be made within one week of the exam being returned. Students are expected to promptly pick up midterm exams after marking has been completed, either in class or from the instructor.
8. Examination papers that have pages removed, or are mutilated will not be marked.

9. The instructor reserves the right to use plagiarism detection software or other platforms to assess the integrity of student work.
  
10. Supplemental exams or assignments will not be offered to students wishing to upgrade their final mark.
  
11. Students who miss an assignment or quiz without providing appropriate documentation, as described in item 5 above, will be receive a grade of zero for that component of the course.

### **Centre for Accessible Learning**

*Students with diverse learning styles and needs are welcome in this course. In particular, if you have a disability/health consideration that may require accommodations, approach the Centre for Accessible Learning (CAL) as soon as possible in order to assess your specific needs.*

<https://www.uvic.ca/services/cal/index.php>

### **Course Experience Survey (CES)**

*We value your feedback on this course. Towards the end of term you will have the opportunity to complete a confidential course experience survey (CES) regarding your learning experience. The survey is vital to providing feedback to me regarding the course and my teaching, as well as to help the department improve the overall program for students in the future. When it is time for you to complete the survey, you will receive an email inviting you to do so. If you do not receive an email invitation, you can go directly to your [CES dashboard](#). You will need to use your UVic NetLink ID to access the survey, which can be done on your laptop, tablet or mobile device. I will remind you nearer the time but please be thinking about this important activity.*