Under faculty supervision, students in the Arts and Sciences degree program will individually plan, develop, and complete a major paper on a research topic selected in consultation with the faculty supervisor, which follows a general theme chosen by the student and approved in advance of the commencement of this course.

**GRADING**

**Participation in lab meetings 20%**
Lab presentation of your research-in-progress
Attendance and participation in other lab meetings focusing on other students’ work

**Progress 5%**
One individual meeting with assigned librarian
One individual meeting with the instructor
Weekly progress report emailed to your prof and posted on ePortfolio due every Friday by 5 pm (except Jan 11, Feb 22) until March 29 (the Friday before the paper is due)

**Poster 15%**
Poster-making workshop and assistance will be offered. No prior experience required!

**Final Paper 60%**
Hardcopy due in MACK 334 on Friday April 5, 2013

Late papers will not be accepted without prior agreement with the professor.

**CLASS MEETINGS 2013**

January 7  Introduction to the course.

January 14  Refworks and Write-n-Cite workshop
            11:30-1:30 LIB 034
            Instructor: Judy Wanner

January 21  Self-directed research
January 28  Lab meeting #1

  * * Individual meetings with mentoring librarian * *
  Contact your librarian to schedule a time at both of your convenience.
  This meeting should take place before you meet with the instructor on Feb. 11

February 4  Lab meeting #2

February 11  Lab meeting #3
  Individual meetings with instructor
  Meetings will be scheduled during class time and office hour.

February 18  Mid-term break. No classes held.

February 25  Lab meeting #4

March 4  Poster workshop, Part I
  Presenter: Dale Lackeyram

March 11  Poster workshop, Part II
  Presenter: Dale Lackeyram
  Poster file due Friday March 22 9 am. Please email to me so that I can
  send it for printing.

March 18  Self-directed research

March 25  ASCI 4010 Student Research Poster Session 11:30-2:20pm
  Location: TBA
  This event is open to the public.

April 1  Self-directed research

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Final paper due Monday, April 5th 12:00pm in MACK 334 (prof’s office)
Stuff you need to know:

1. **What are lab meeting presentations?**

   Typical in the life sciences, the lab meeting is a weekly (or otherwise) meeting where members of a lab gather to watch presentations from 2-4 colleagues regarding their research projects. The presenters are in the midst of their research, so they present the background and their most up-to-date findings. There is no expectation for the project to be complete. Instead, this is a forum where the presenter can benefit from feedback from the audience, as helpful insight be incorporated into the ongoing research. The presenter can even present problems that he or she has encountered and solicit suggestions from the audience. Non-presenters are encouraged to ask questions and offer constructive criticism.

   Presentations are 15 minutes long followed by time for comments and questions. Presenters should have a slide presentation. Additional materials like handouts are options. An effective presentation engages the audience—speaks at the write level of knowledge/expertise, provides background context for why the project is interesting and/or important, and explains the research clearly, thereby motivating the audience to critically think about the project and offer feedback.

   Some tips for a successful lab meeting presentation:

2. **How is the second reader selected?**

   You will recommend two qualified professors to me (with rank of preference). If you already know your first choice, approach them and invite them to take on this role. An official invitation will be sent by your prof to these individuals via email. The content of the invitation will be something like this:

   Dear Professor ____________,

   I am writing to invite you to be a second reader on a senior honours research paper being undertaken by ________________, a student in the Bachelor of Arts and Science program.

   I am an instructor in the BAS program and am responsible for organizing the senior research paper component of our graduating students’ degree requirements. The BAS program requires students to complete a minor from the BSc Program, a minor from the BA Program, and an interdisciplinary Arts/Sciences core of courses designed specifically for this program and available only to BAS students. The capstone experience for the senior cohort is ASCI*4010 Arts and Sciences Honours Research Paper. The goals of this intensive (1.0 credit) course are to permit the students to hone their library research skills and to experience and produce through their own work one extended example of integrating their Science and Arts minors in a single project.

   This semester, the students will work on refining draft stages, and will each present their work-in-progress to their classmates. When the final paper is complete [around 11 000 words], it will be marked by me as the primary instructor for the course as well as by a second reader. The second reader’s participation in the grading process will be to read through the final paper and provide written commentary that can be forwarded to the student by me. A second reader’s additional perspective will provide a
welcome opportunity for students to see possibilities for further work, should they choose to pursue further studies, and/or simply confirm for them where they have done well and where there could be improvement in their current level of study.

The paper that I would like to forward to you electronically is:

**Topic of Paper:**

**Student’s Name:**

**Student’s Minors:**

Should you be able to act as second reader, the paper will be sent to you electronically not later than Monday April 5th. I will need to receive your comments on the paper (also electronically) by Friday, April 19th, after which time I will submit final grades and forward your input and my comments to the student.

This request represents a small investment of time for second readers but will yield significant benefits for this cohort of students in their final semester of this unique program. Your contribution will be formally acknowledged for your dossier with a letter of appreciation from the chair of the BAS Program Committee and the Designated Dean of the Program.

Please RSVP your willingness to act as a second reader for the above paper as soon as possible via email to mgolden@uoguelph.ca I look forward to hearing from you and hope to have you join in and contribute to this very special academic programme and senior student experience.

Thank you.

Dr. Maya Goldenberg  
BAS Program & Department of Philosophy  
cc. Ann Wilson, Program Director

### 3. University Regulations

**E-mail Communication**

As per university regulations, all students are required to check their e-mail account regularly: e-mail is the official route of communication between the university and its students.

**When You Cannot Meet a Course Requirement**

When you find yourself unable to meet an in-course requirement because of illness or compassionate reasons, please advise the course instructor in writing. Where possible, this should be done in advance of the missed work or event, but otherwise, just as soon as possible after the due date, and certainly no longer than one week later. Note: if appropriate documentation of your inability to meet that in-course requirement is necessary, the course instructor, or delegate, will request it of you. Such documentation will rarely be required for course components representing less than 10% of the course grade. Such documentation will be required, however, for Academic Consideration for missed end-of-term work and/or missed final examinations. See the undergraduate calendar for information on regulations and procedures for Academic Consideration. ([http://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08-ac.shtml](http://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08-ac.shtml)). Also see the BAS website ([www.uoguelph.ca/bas](http://www.uoguelph.ca/bas))
Drop Date
The last date to drop one-semester Winter 2013 courses, without academic penalty, is Friday, March 8, 2013. For regulations and procedures for Dropping Courses, see the Undergraduate Calendar. (http://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08-drop.shtml)

Copies of out-of-class assignments
Keep paper and/or other reliable back-up copies of all out-of-class assignments: you may be asked to resubmit work at any time.

Academic Misconduct
The University of Guelph is committed to upholding the highest standards of academic integrity and enjoins all members of the University community – faculty, staff, and students – to be aware of what constitutes academic misconduct and to do as much as possible to prevent academic offences from occurring. The University of Guelph takes a serious view of academic misconduct, and it is your responsibility as a student to be aware of and to abide by the University’s policy. Included in the definition of academic misconduct are such activities as cheating on examinations, plagiarism, misrepresentation, and submitting the same material in two different courses without written permission from the relevant instructors. To better understand your responsibilities, read the Undergraduate Calendar (http://www.uoguelph.ca/undergrad_calendar/c01/index.shtml) for a statement of Students’ Academic Responsibilities; also read the full Academic Misconduct Policy (http://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08-amisconduct.shtml). You are also advised to make use of the resources available through the Learning Commons (http://www.learningcommons.uoguelph.ca/) and to discuss any questions you may have with your course instructor, TA, or academic counsellor.

Instructors have the right to use software to aid in the detection of plagiarism or copying and to examine students orally on submitted work. For students found guilty of academic misconduct, serious penalties, up to and including suspension or expulsion, can be imposed. Hurried or careless submission of work does not exonerate students of responsibility for ensuring the academic integrity of their work. Similarly, students who find themselves unable to meet course requirements by the deadlines or criteria expected because of medical, psychological or compassionate circumstances should review the university’s regulations and procedures for Academic Consideration in the calendar (http://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08-ac.shtml) and discuss their situation with the instructor and/or the program counsellor or other academic counsellor as appropriate.