



## **BIOL\*2060 Ecology**

Winter 2023

Section(s): 01

Department of Integrative Biology

Credit Weight: 0.50

Version 1.00 - January 06, 2023

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### **1 Course Details**

#### **1.1 Calendar Description**

This course discusses the ecology of plants, animals, fungi and bacteria as individual organisms, interacting populations, communities and ecosystems. Lectures and discussion groups are used to demonstrate the difficulty of interpreting ecological data derived from field studies. The value of laboratory-based research in ecology will also be discussed. The course will be important for anyone who wishes to understand what we know and need to know about the way ecological systems work.

**Pre-Requisites:** 4.00 credits including BIOL\*1070

#### **1.2 Course Description**

BIOL\*2060 will introduce students to the basic concepts, theories and evidence regarding ecological processes that determine the distribution and abundance of organisms.

#### **1.3 Timetable**

- Lectures: Tuesday/Thursday, 11:30-12:50 in TBA
- Tutorials: Monday: 2:30 - 3:20, 3:30 - 4:20, 4:30 - 5:20; Tuesday: 1:30 - 2:20, 2:30 - 3:20, 3:30 - 4:20; Tutorial rooms TBA

#### **1.4 Final Exam**

Date & Time: in timeslot given by register's office.

Location: in-person location TBA

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## 2 Instructional Support

### 2.1 Instructional Support Team

<b>Instructor:</b>	Elizabeth Boulding
<b>Email:</b>	boulding@uoguelph.ca
<b>Telephone:</b>	1 (519) 824-4120 x54961
<b>Office:</b>	SSC 1464
<b>Office Hours:</b>	Tuesdays, 4:30 - 5:20 or by appointment (email boulding@uoguelph.ca).
<b>Course Co-ordinator:</b>	Belinda Ward-Campbell
<b>Email:</b>	belindwc@uoguelph.ca
<b>Office:</b>	SSC 1444
<b>Office Hours:</b>	By appointment - please email to set up a time to meet

### 2.2 Teaching Assistants

<b>Teaching Assistant (GTA):</b>	Hannah Brazeau
<b>Email:</b>	hbrazeau@uoguelph.ca
<b>Teaching Assistant (GTA):</b>	Laura Dutheil
<b>Email:</b>	ldutheil@uoguelph.ca
<b>Teaching Assistant (GTA):</b>	Braulio Silva
<b>Email:</b>	silvab@uoguelph.ca

### 2.3 Discussion Board on Courselink

Please post questions or comments about Course Material on the Courselink Discussion Board under the Topic: "Questions for the Professor about Lectures and Course content", so that my answers are available to your classmates.

### 2.4 Emails to Course Instructor

Emails of a more personal nature can be directed to the Course Co-ordinator. In the Subject Heading, begin with "BIOL\*2060: " such that it can be efficiently sorted.

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## 3 Learning Resources

### 3.1 Required Resources

#### Lecture (Readings)

<https://www.simutextca2.com/student/>

SimBio electronic textbook: course-specific Access Key provided by your professor is **TBA**

Please use the Canadian website to download the installer.

**<https://www.simutextca2.com/student/>**

Chapters that we will use are:

Population Growth

Competition

Predation, Herbivory, and Parasitism

Community Dynamics

in tutorial - SimBio lab: Liebig's barrel and limiting nutrients

We will use four electronic SimUText chapters as the textbook this semester. SimUText has simulations and short video clips integrated directly into the textbook. Textbook Chapters have Feedback questions throughout the Chapter and graded quiz questions at the end of each Chapters. The Chapters can be downloaded onto your personal computer so that they will be available for you to use in your future ecology courses.

\*SimUText setup instructions:

The cost is \$46USD per student for purchases directly to SimBio during the student registration process.

It is important that you review the information below *before* you subscribe to the SimUText for **Ecology** at **University of Guelph**. **To avoid possible problems, do not wait until the last minute.**

**1. CHECK YOUR TECH!**

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.

**2. Make sure that you are using the Canadian website (you may have to choose the country on your desktop app).**

**3. Registration Link**

When you are ready to subscribe and download installers, follow this link to initiate the process: <https://www.simutextca2.com/student/register.html#/key/CuPB-xb73->

RL2h-G8gC-L2DE

#### 4. SimUText Application Installers

After you have completed the subscription process, if you need to download the SimUText application installers again, you will be able to access them by logging into the SimUText Student Portal (<https://www.simutextca2.com/student/>).

**Save this information!** Should you encounter problems, you may need your course-specific Access Key. It is: **CuPB-xb73-RL2h-G8gC-L2DE**

Problems or questions? Visit SimUText Support (<http://simbio.com/support/simutext>)

#### Getting-Started-with-the-iClicker-Student-App (Software)

<https://mhe.my.site.com/iclicker/s/article/How-to-Create-an-iClicker-Student-Account>

I will be using iClicker to make our class time more engaging. This will help me understand what you know, give everyone a chance to participate, and increase how much you learn in class. This will also provide you with feedback on how well you are comprehending course concepts, help you master challenging concepts, and allow you to review material after class. **To reduce stress, I allow students to discuss iClicker poll questions with neighboring classmates before selecting the answer on your own device. I also allow students to discuss the iClicker Assignment questions with other students in this class before answering the question on their own device.** Also, I do NOT use iClicker to track or record your attendance in class or to keep track of your geolocation.

**Participating in my iClicker sessions will be counted towards your final grade. iClicker polls/assignments will have equal weight and will be worth 5% of your final grade.** For each asynchronous iClicker Assignment you will receive a grade out of 20 regardless of how many questions there are. For polls, you will earn 10 points for attempting to answer at least 75% of the iClicker poll questions in a particular synchronous lecture and up to 10 points per lecture for submitting the correct answer to each poll question. Likely, 1-5 questions will be asked per synchronous class session. Your final raw iClicker grade will be calculated as average percentage obtained for all of polls or assignments during the semester. To allow for occasional absences or technical malfunctions your final iClicker grade will be scaled. Students who have a grade of 70% or above will receive 100%. Students who have a raw final iClicker grade of less than 70% will have their raw grade multiplied by 100/70.

You are required to participate with the iClicker student app on a smartphone, tablet or laptop. It is your responsibility to follow the steps below to properly register your iClicker account in a timely fashion. It is also your responsibility to regularly check your iClicker records for any discrepancies and bring them to my attention within 48 hours.

In order to participate in my iClicker activities and ensure that your grades are properly reflected in the gradebook, follow the steps below:

**1. Go to [join.iclicker.com](https://join.iclicker.com)**

- Enter the code to join this course: **OUKQ**

**1. Sign in if you already have an iClicker account.**

- **If you already have an account:** DO NOT create a new one. You can only receive credit from one account.
- **If you are creating a new account:** Make sure you enter your name and your Official University of Guelph email exactly as they appear on Courselink. Add your official University of Guelph student number in the "Student ID" field.

**1. You should be dropped directly into this course, BIOL\*2060 Ecology W2023.**

- If you don't see this course in your account, use the + sign to search for my course:  
In the "Find Your Institution" field, enter University of Guelph  
In the "Find Your Course" field, enter **BIOL\*2060 Ecology W2023**.  
Select "Add This Course" and it will be added to the main Courses screen of your iClicker account.

**1. Purchase an iClicker student app subscription to participate in class (Unless you already have a subscription).**

- Upon signing up with iClicker, you will have a two-week free-trial period for using the app to participate in class activities. **Before the free trial ends**, you need to purchase an iClicker subscription or obtain an access code to continue participating in class with iClicker on your mobile device, tablet, or laptop. iClicker will let you know when your free trial is ending. If your free trial ends without completing this step, you will be unable to participate in class activities until you purchase a subscription.

**1. Set up the device(s) you'll use to participate in our virtual classes.**

- You can download the iClicker student mobile app via the App Store or Google Play, or you can use the iClicker web app by signing in as a student at [iclicker.com](https://iclicker.com).
- If you have multiple devices, I recommend accessing our virtual class using your computer and participating in the iClicker questions using your mobile device.
- If you only have one device, you can open up a new tab in your web browser for iClicker, or switch back and forth between our virtual class and the iClicker student mobile app.

**1. Now the fun part! Participate in my iClicker class activities.**

- Assignments - asynchronous: Visit the **Assignments** section of iClicker to work through the multiple-question activities I assign at your own pace. You can exit and return to the Assignment and change your responses as many times as you'd like up until the due date. **Once the due date has passed you will no longer be able to change your answer, but you will be able to review your performance.**
- Synchronous class polls: When it's time for class, make sure you have selected my course from the main screen of your iClicker account.
  - When I start a class session in iClicker, select the **Join** button that appears on your screen, then answer each question I ask in iClicker.
  - If we do any short answer, numeric, and target questions, make sure you select **Send**. (\*Note that if you are ill and have decided to my synchronous lecture at home on Zoom then you can still participate in the synchronous iClicker polls using your phone App.)

### 1. Review your work, and study after class in iClicker.

- You can review your grades, performance, and participation in iClicker.
- You can bookmark the questions I asked during class to turn them into flashcards or practice tests in the Study Tools section of iClicker.

### Need help with iClicker?

- If you are having trouble with your iClicker access code, check out this guide to access code errors.
- If you are having issues connecting to the iClicker student app, check out these iClicker connectivity tips.
- If you are having issues seeing your iClicker points, check out this troubleshooting guide.
- Find answers to other questions and contact the iClicker Tech Support Team by visiting [iclicker.com/support](https://iclicker.com/support) at any time.

## 3.2 Recommended Resources

### Ecology: Concepts & Applications (Textbook)

<https://www.mheducation.ca/ecology-concepts-and-applications-9781260065817-can-group#configurable-product-options-title>

McGraw Hill eBook is sufficient (pricing Fall 2022)

CA\$59.00 180 Day rental ISBN10: 1260328678 | ISBN13: 9781260328677

CA\$99.00 Lifetime ISBN10: 1260328651 | ISBN13: 9781260328653

*"Molles, Ecology: Concepts and Applications, 5th Canadian Edition uniquely engages and prepares students to understand key ecological principles and concepts through careful organization, clear and relevant Canadian and global examples, and a conceptual approach to the young science of ecology."*

"Written for students who are taking their first undergraduate course in ecology, Molles 5th Canadian Edition has organized each chapter around two to six major concepts, presenting the student with a manageable and meaningful synthesis of the subject. Each concept is accompanied by case studies and research results reinforcing central concepts that are discussed. Through this approach students are introduced to the research methods used in the various areas of ecology, with a strong focus on a scientific approach to understanding ecological principles."

## 3.3 Additional Resources

### UG Library Resources (Article)

**Encyclopedia of Life Sciences (www.els.net):** Accessible through the University of Guelph Library

**Encyclopedia of Ecology (https://www.sciencedirect.com):** Accessible through the University of Guelph Library

**Scitable by Nature Education (www.nature.com/scitable):** Accessible through the University of Guelph Library

**Journals: Ecology, Journal of Avian Biology, etc.:** Accessible through the University of Guelph Library

Readings are available via the online Library Reserves system, with links provided through CourseLink.



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## 4 Learning Outcomes

### 4.1 Course Learning Outcomes

By the end of this course, you should be able to:

1. Develop cause-effect explanations for observed natural patterns in organism distribution/abundance, by applying fundamental ecological concepts.
  2. Communicate clearly about ecological systems and processes by applying appropriate ecological terminology.
  3. Appreciate the historical development of ecology as a discipline, leading to a deeper appreciation of contributions by contemporary ecologists to grapple with major ecological issues today and in the future.
  4. Reach a deeper understanding of the the science knowledge system by employing the scientific method to explicitly ask questions about ecological states of nature and develop and assess hypotheses of cause-effect explanations.
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## 5 Teaching and Learning Activities

### 5.1 Lecture

**Topics:**

Lectures will cover general topics in Ecology, organized on the basis of the following themes:

SECTION I: Overview of Modern Ecology in a Historical Context

Scientific Natural History

Definition of Ecology as taught in this course

Hypothesis testing in Ecology.

## SECTION II: Individuals and Their Environment

Temperature Effects on a Species Distribution

Water Availability and Salinity Effects on a Species Distribution

Nutrient Effects on a Species Distribution

Limits to Species Distribution Caused by Dispersal

## SECTION III: Population Ecology of Single Species

Population Size Estimation

Population Growth

Geometric Growth

Exponential Growth

Density-dependent Growth

Dispersal, Metapopulations, and Landscapes

## SECTION IV: Interactions Between Two Species

Competition

Limited Resources and Competition

Intraspecific Competition

Interspecific Competition

Competition in Complex Environments

Predation, Herbivory, and Parasitism

Optimal Foraging

Functional Responses

Predator-Prey Cycles

The Evolutionary Arms Race

## SECTION V: Communities and Ecosystems

Community Structure and Dynamics

Disturbance and Succession

Food Chain Length and Indirect Effects

Top-down vs. Bottom-up Control

Community Stability

Ecological Theory: Island Biogeography

Nutrient Cycling and Energy Flow in Ecosystems

Primary Production and Energy Flow

Secondary Production and Trophic Efficiency

Introduction to Nutrient Cycling

Nitrogen Cycling in Ecosystems

Impacts of Human Activity at a Global Scale

Please see the Lecture & Readings Schedule on Courselink for a more specific list of topics

## 5.2 Seminar

### Seminars and their Content

#### Topics:

Seminars begin in Week 2 (week of January 16th). There will be **no seminars** in weeks 1, 5, 9, or 12 (weeks of February 6, March 13, and April 3).

- Seminars will occur in-person and are mandatory! Students must register for a seminar section that they are able to attend in-person. **You must remain in the seminar section in which you register!**
- Students will meet with a graduate student Teaching Assistant (GTA) and the same group of ~30 students. Students will be organized into groups of 3-4 students for activities and discussions during these seminars.
- Seminars will be a mix of both in-person and asynchronous/remote assignments
- Students will learn:
  - the parts of a scientific paper and how to extract relevant information
  - how to prepare a field sheet and record observations in the field
  - conduct a simulated experiment
  - set up an ecological experiment

record and present data

- Each seminar assignment will be worth 4.5%
- Each student will also evaluate their group members for an addition 2.5%

<b>Semester Week/Date</b>	<b>Seminar Activity</b>	<b>Required Submission</b>
Week 1: Jan 9, 10	<b>NO Seminar</b>	
Week 2: Jan 16,17	Seminar #1 - meet your seminar group, introduction to critically analyzing a scientific paper	
Week 3: Jan 23,24	Seminar #2 - group work analyzing a scientific paper	Seminar Assignment #1: Analyzing a scientific paper assignment (Group) - <b>due at the end of seminar</b> (hardcopy to TA) - <b>4.5%</b>
Week 4: Jan 30,31	Seminar #3 - <b>asynchronous</b> Liebig's Barrel and Limiting Nutrients Assignment	Seminar Assignment #2: Liebig's Barrel and Limiting Nutrients assignment (Individual) (SimUText) - <b>due Feb 3 - 4.5%</b>
Week 5: Feb 6,7	<b>NO Seminar</b> - Midterm #1 this week	
Week 6: Feb 13,14	Seminar #4 - Making field observations	Seminar Assignment #3: Field sheet (Individual) - <b>due Feb 27</b> (individual assignment dropbox) - <b>4.5%</b>
Week 7: Feb 27,28	Seminar #5 - Introduction to experimental ecology	
Week 8: Mar 6,7	Seminar #6 - Experimental ecology group work	Seminar Assignment #4: Experimental ecology assignment (Group) - <b>due at the end of seminar</b> (hardcopy to TA) - <b>4.5%</b>
Week 9: Mar 13,14	<b>NO Seminar</b> - Midterm #2 this week	
Week 10: Mar 20, 21	Seminar #7 - Collecting and analyzing data part 1	
Week 11: Mar	Seminar #8 - Collecting and	Seminar Assignment #5: Collecting and

<b>Semester Week/Date</b>	<b>Seminar Activity</b>	<b>Required Submission</b>
27, 28	analyzing data part 2	analyzing data assignment (group) - <b>due March 31</b> (assignment group dropbox) - <b>4.5%</b>
Week 12: Apr 3,4	<b>NO Seminar</b>	Group evaluation - <b>due April 5</b> (individual assignment dropbox) - <b>2.5%</b>

## 6 Assessments

### 6.1 Assessment Details

#### iClicker Cloud App (5%)

**Date:** Synchronous Polls in Lecture and asynchronous Assignments

#### SimBIO graded questions from 4 Chapters (5%)

**Date:** SimBIO textbook Chapters

Four SimBIO Textbook Chapters are:

Population Growth

Competition

Predation, Herbivory, and Parasitism

Community Dynamics

Your TA can help you with the ungraded questions but the graded questions must be done independently by each individual student.

#### Seminars/Tutorials (25%)

**Date:** Mon, Jan 16 - Wed, Mar 29, SSC 3315

**Learning Outcome:** 1, 2, 3, 4

- There are 5 seminar assignments spread through out the semester. These assignments encompass 3 group activities and 2 individual activities. Each assignment is worth 4.5% (22.5% total)
- Peer evaluation is worth 2.5%

#### Midterm 1 (20%)

**Date:** Thu, Feb 9, 11:30 AM - 12:50 PM, in-person in assigned Lecture room

**Learning Outcome:** 1, 2, 3, 4

The exam will be comprehensive and will comprise Part 1 (60%): 15 multiple choice questions and Part 2 (40%): one short answer question. It will be based on all material presented and discussed in lectures, seminars, assignments, and the assigned readings up to and including February 7th. The questions discussed in lecture and seminars will be similar to the kinds of questions that will appear on exams.

\*Weight - The higher mark on Midterms 1 and 2 is weighted 25%, the lower mark is weighted 15%

### Midterm 2 (20%)

**Date:** Thu, Mar 16, 11:30 AM - 12:50 PM, in-person in assigned Lecture room.

**Learning Outcome:** 1, 2, 3, 4

The exam will be comprehensive and will comprise Part 1 (60%): 15 multiple choice questions and Part 2 (40%): one short answer question. It will be based on all material presented and discussed in lectures, seminars, assignments, and the assigned readings up to and including March 15th. The questions discussed in lecture and seminars will be similar to the kinds of questions that will appear on exams.

\*Weight - The higher mark on Midterms 1 and 2 is weighted 25%, the lower mark is weighted 15%

### Final Exam (25%)

**Date:** in person in room assigned by Registrar's Office.

**Learning Outcome:** 1, 2, 3, 4

The exam will be comprehensive and will comprise Part 1 (60%): 30 multiple choice questions and Part 2 (40%): two short answer questions. It will be based on all material presented and discussed in lectures, seminars, assignments, and the assigned readings during the course. The questions discussed in lecture and seminars will be similar to the kinds of questions that will appear on exams.

## 7 Course Statements

### 7.1 Academic Consideration

- If you are unable to complete any of the assignments by the deadline for documented medical, psychological, or compassionate reasons, please contact the Course Instructor in advance of the deadline to make arrangements for a short extension.
- If you are sick or otherwise unable to attend a seminar for a valid medical, psychological or compassionate reason, please contact the Course Instructor by email in advance. You may be able to attend a different seminar section that week or complete the work on an individual basis.
- If you are absent for a midterm exam for documented medical, psychological, or

compassionate reasons, you should contact your program counsellor within five working days of the missed exam and seek academic consideration. Students who miss a midterm exam for documented reasons will have the final exam reweighted.

- See the undergraduate calendar for information on regulations and procedures for Academic Consideration:  
<https://www.uoguelph.ca/registrar/calendars/undergraduate/2019-2020/index.shtml>

## 7.2 Academic Integrity

- You are encouraged to discuss the course with your peers, but all work for the assignments **MUST** be your own unless otherwise stated.
- The University of Guelph is committed to upholding the highest standards of academic integrity and it is the responsibility of 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. University of Guelph students have the responsibility of abiding by the University's policy on academic misconduct regardless of their location of study; faculty, staff and students have the responsibility of supporting an environment that discourages misconduct. Students need to remain aware that instructors have access to and the right to use electronic and other means of detection.
- Whether or not a student intended to commit academic misconduct is not relevant for a finding of guilt. Hurried or careless submission of assignments does not excuse students from responsibility for verifying the academic integrity of their work before submitting it. Students who are in any doubt as to whether an action on their part could be construed as an academic offence should consult with a faculty member or faculty advisor.
- The Academic Misconduct Policy is detailed in the Undergraduate Calendar:  
<https://www.uoguelph.ca/registrar/calendars/undergraduate/2019-2020/index.shtml>

## 7.3 Plagiarism Detection Software

Electronically submitted student assignments are automatically compared to other electronic documents (including online and student papers) by Turnitin™ for degree of similarity.

## 7.4 Asking Questions in the Online Discussions

If you have any questions about the course you should post them in one of the discussions on the Courselink website. Questions of a personal nature (e.g. illness) should be emailed to the appropriate person, typically the Course Instructor.

## 7.5 Assignment of Grades

Assignments will be marked on the basis of the criteria outlined in the Undergraduate



Calendar. Clarification about the assignment of grades can be found under Grading Procedures at: <https://www.uoguelph.ca/registrar/calendars/undergraduate/2019-2020/index.shtml>

## 7.6 Course Evaluation Information

- CCS now provides the U of G Course Evaluation System in a secure, online environment. End of semester course and instructor evaluations provide students the opportunity to have their comments and opinions form part of the information used by Promotion and Tenure Committees in evaluating the faculty member's contributions in the area of teaching.
- Course evaluations are now conducted through this web site. Login with your central email account login ID and password:  
[https://courseeval.uoguelph.ca/CEVAL\\_LOGIN.php](https://courseeval.uoguelph.ca/CEVAL_LOGIN.php)
- Instructors do NOT receive evaluations until the end of exam period. Furthermore, evaluations are anonymous, unless you specifically indicate you want to acknowledge your comments.

## 7.7 Re-Grading of Assignments

If you wish to have an assignment re-graded, then you should email the Course Instructor. In order for a re-grading request to be considered, you must provide a written justification for why the grade should be changed based on the assessment criteria found in the grading rubric. All requests for re-grading MUST be made within one week of the return of the assignment. Be aware that the entire document will be re-graded, which could result in an increase, decrease, or no change to your mark.

## 7.8 Student Responsibilities

You should plan on spending a minimum of ten hours per week working on this course, in addition to time spent in lectures and seminars. This time includes reading the assigned readings, reviewing and/or rewriting lecture notes, preparing questions on any material with which you need help, preparing for the seminars, and working on your assignments. The Instructor and TAs will offer as much assistance as possible. However, remember that this is your learning experience, and you will get as much out of this class as you put into it.

## 7.9 Submission of Assignments and Late Policies

- Each student has 2 "late assignment tokens", which allows a student to hand in an assignment within 48 hours of its original due date and time. **To redeem a token**, notify your TA by email when you have uploaded the late assignment to Courselink.
- Otherwise, late assignments will be penalized 20% for each 24 hour period relative to its original due date and time.
- If you encounter technical problems when submitting your assignments, please email

the assignment to your TA IN ADVANCE of the deadline to avoid late penalties.

- Please be sure to follow the guidelines in the Submission of Assignments Checklist in order to avoid common problems that could cost you marks.

## 8 Department of Integrative Biology Statements

### 8.1 Academic Advisors

If you are concerned about any aspect of your academic program:

- Make an appointment with a program counsellor in your degree program. [B.Sc. Academic Advising](#) or [Program Counsellors](#)

### 8.2 Academic Support

If you are struggling to succeed academically:

- Learning Commons: There are numerous academic resources offered by the Learning Commons including, Supported Learning Groups for a variety of courses, workshops related to time management, taking multiple choice exams, and general study skills. You can also set up individualized appointments with a learning specialist.  
<http://www.learningcommons.uoguelph.ca/>
- Science Commons: Located in the library, the Science Commons provides support for physics, mathematic/statistics, and chemistry. Details on their hours of operations can be found at: <http://www.lib.uoguelph.ca/get-assistance/studying/chemistry-physics-help> and <http://www.lib.uoguelph.ca/get-assistance/studying/math-stats-help>

### 8.3 Wellness

If you are struggling with personal or health issues:

- Counselling services offers individualized appointments to help students work through personal struggles that may be impacting their academic performance.  
<https://www.uoguelph.ca/counselling/>
- Student Health Services is located on campus and is available to provide medical attention. <https://www.uoguelph.ca/studenthealthservices/clinic>
- For support related to stress and anxiety, besides Health Services and Counselling Services, Kathy Somers runs training workshops and one-on-one sessions related to stress management and high performance situations.  
<http://www.selfregulationskills.ca/>

## 8.4 Personal information

Personal information is collected under the authority of the University of Guelph Act (1964), and in accordance with Ontario's Freedom of Information and Protection of Privacy Act (FIPPA) <http://www.e-laws.gov.on.ca/index.html>. This information is used by University officials in order to carry out their authorized academic and administrative responsibilities and also to establish a relationship for alumni and development purposes.

For more information regarding the Collection, Use and Disclosure of Personal Information policies please see the Undergraduate Calendar.  
(<https://www.uoguelph.ca/registrar/calendars/undergraduate/current/intro/index.shtml>)

## 8.5 Course Offering Information Disclaimer

Please note that course delivery format (face-to-face vs online) is subject to change up to the first-class day depending on requirements placed on the University and its employees by public health bodies, and local, provincial and federal governments. Any changes to course format prior to the first class will be posted on WebAdvisor/Student Planning as they become available.

# 9 University Statements

## 9.1 Email 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.

## 9.2 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 (or designated person, such as a teaching assistant) in writing, with your name, id#, and e-mail contact. The grounds for Academic Consideration are detailed in the Undergraduate and Graduate Calendars.

Undergraduate Calendar - Academic Consideration and Appeals

<https://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08-ac.shtml>

Graduate Calendar - Grounds for Academic Consideration

<https://www.uoguelph.ca/registrar/calendars/graduate/current/genreg/index.shtml>

Associate Diploma Calendar - Academic Consideration, Appeals and Petitions

<https://www.uoguelph.ca/registrar/calendars/diploma/current/index.shtml>

## 9.3 Drop Date

Students will have until the last day of classes to drop courses without academic penalty. The deadline to drop two-semester courses will be the last day of classes in the second semester. This applies to all students (undergraduate, graduate and diploma) except for Doctor of Veterinary Medicine and Associate Diploma in Veterinary Technology (conventional and

alternative delivery) students. The regulations and procedures for course registration are available in their respective Academic Calendars.

Undergraduate Calendar - Dropping Courses

<https://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08-drop.shtml>

Graduate Calendar - Registration Changes

<https://www.uoguelph.ca/registrar/calendars/graduate/current/genreg/genreg-reg-regchg.shtml>

Associate Diploma Calendar - Dropping Courses

<https://www.uoguelph.ca/registrar/calendars/diploma/current/c08/c08-drop.shtml>

## 9.4 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.

## 9.5 Accessibility

The University promotes the full participation of students who experience disabilities in their academic programs. To that end, the provision of academic accommodation is a shared responsibility between the University and the student.

When accommodations are needed, the student is required to first register with Student Accessibility Services (SAS). Documentation to substantiate the existence of a disability is required; however, interim accommodations may be possible while that process is underway.

Accommodations are available for both permanent and temporary disabilities. It should be noted that common illnesses such as a cold or the flu do not constitute a disability.

Use of the SAS Exam Centre requires students to make a booking at least 14 days in advance, and no later than November 1 (fall), March 1 (winter) or July 1 (summer). Similarly, new or changed accommodations for online quizzes, tests and exams must be approved at least a week ahead of time.

For Guelph students, information can be found on the SAS website

<https://www.uoguelph.ca/sas>

For Ridgetown students, information can be found on the Ridgetown SAS website

<https://www.ridgetownc.com/services/accessibilityservices.cfm>

## 9.6 Academic Integrity

The University of Guelph is committed to upholding the highest standards of academic integrity, and it is the responsibility of 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. University of Guelph students have the responsibility of abiding by the University's policy on academic misconduct regardless of

their location of study; faculty, staff, and students have the responsibility of supporting an environment that encourages academic integrity. Students need to remain aware that instructors have access to and the right to use electronic and other means of detection.

Please note: Whether or not a student intended to commit academic misconduct is not relevant for a finding of guilt. Hurried or careless submission of assignments does not excuse students from responsibility for verifying the academic integrity of their work before submitting it. Students who are in any doubt as to whether an action on their part could be construed as an academic offence should consult with a faculty member or faculty advisor.

Undergraduate Calendar - Academic Misconduct

<https://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08-amisconduct.shtml>

Graduate Calendar - Academic Misconduct

<https://www.uoguelph.ca/registrar/calendars/graduate/current/genreg/index.shtml>

## 9.7 Recording of Materials

Presentations that are made in relation to course work - including lectures - cannot be recorded or copied without the permission of the presenter, whether the instructor, a student, or guest lecturer. Material recorded with permission is restricted to use for that course unless further permission is granted.

## 9.8 Resources

The Academic Calendars are the source of information about the University of Guelph's procedures, policies, and regulations that apply to undergraduate, graduate, and diploma programs.

Academic Calendars

<https://www.uoguelph.ca/academics/calendars>

## 9.9 Disclaimer

Please note that the ongoing COVID-19 pandemic may necessitate a revision of the format of course offerings, changes in classroom protocols, and academic schedules. Any such changes will be announced via CourseLink and/or class email.

This includes on-campus scheduling during the semester, mid-terms and final examination schedules. All University-wide decisions will be posted on the COVID-19 website (<https://news.uoguelph.ca/2019-novel-coronavirus-information/>) and circulated by email.

## 9.10 Illness

Medical notes will not normally be required for singular instances of academic consideration, although students may be required to provide supporting documentation for multiple missed assessments or when involving a large part of a course (e.g.. final exam or major

assignment).

## **9.11 Covid-19 Safety Protocols**

For information on current safety protocols, follow these links:

- <https://news.uoguelph.ca/return-to-campus/how-u-of-g-is-preparing-for-your-safe-return/>
- <https://news.uoguelph.ca/return-to-campus/spaces/#ClassroomSpaces>

Please note, these guidelines may be updated as required in response to evolving University, Public Health or government directives.

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