Faculty of Science Course Syllabus
Department of Biochemistry & Molecular Biology

BIOC 3620.03 Experiential Learning in Biochemistry and Molecular Biology
Winter 2020

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Eligible Research Supervisors: Faculty members of the Department of Biochemistry & Molecular Biology

Tutorial: One 2-hr session, Room/Date/Time: TBA

Laboratories: 72-96 hrs

Format Comments: A minimum of 72 hours for the term, representing at least 6-8 hours weekly, working in a research laboratory, an activity log and a final written report.

Course Description
This course is an outside-the-classroom learning experience in which the student works in a research laboratory an average of one day per week acquiring biochemistry or molecular biology knowledge and skills.

Course Prerequisites
BIOC 2300, BIOC 2610, BIOL 2020, BIOL 2030 (all with a grade of B- or higher), CHEM 2401 and CHEM 2402.

Exclusion(s): The following may not be used towards BIOC 3620: lab work that is part of another scheduled class at a learning institution, study that would qualify for Special Topics classes, co-op work terms, and paid work. Only one experiential learning class per degree is permitted. The class is only open to students registered in Biochemistry & Molecular Biology degree programs, either major or Honours, combined or concentrated. Students may not take BIOC 3620 concurrently with BIOC 4604 or BIOC 4605.

Note: To register in this course, students must first find a faculty member from the Department of Biochemistry & Molecular Biology willing to supervise the work experience and sign a learning agreement with the supervisor. Grading is Pass/Fail.

Course Objectives/Learning Outcomes
The purpose of this class is to provide credit to a learning experience that is relevant to the program but outside the scheduled curriculum. It is distinguished from special topics and laboratory research project classes in being focused on the application of accumulated skills in a practical context, or learning skills not provided in the regular curriculum, rather than on addressing particular experimental hypotheses. The specific Learning Outcomes for each lab placement will be provided in the Learning Agreement.

The learning agreement: The learning agreement should indicate the biochemistry or molecular biology knowledge and skills that will be learned (learning outcomes), and a description of the learning activities through which the outcomes will be achieved. It will also provide the criteria for assessment, start and end dates, a realistic date for completion of all evaluation components, and the name of the supervisor.
Course Assessment (See evaluation form)

<table>
<thead>
<tr>
<th>Component</th>
<th>Weight (% of final grade)</th>
<th>Date</th>
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<tbody>
<tr>
<td>Lob book/Activity Log</td>
<td>10%</td>
<td></td>
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<tr>
<td>Supervisor’s Evaluation</td>
<td>40%</td>
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<tr>
<td>Final Report</td>
<td>50%</td>
<td>Due: April 20, 2020</td>
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Other course requirements
A minimum of 72 hours for the term, representing at least 6-8 hours weekly of lab work as specified in the Learning Agreement to be documented by the student who will maintain a log of their activities. The format of this log should be approved by the supervisor at the start of the work experience.

Conversion of numerical grades to Final Letter Grades follows the Dalhousie Common Grade Scale
- Pass (50-100)
- F (<50)

Course Policies

Late Reports
Final Reports submitted after 5:00 on the due date will be subject to a 10% reduction per day in the grade.

Short-term Absence/Missed exams, midterms, or assignments, etc.

A student who misses an evaluation component of a course (midterm test, assignment, presentation, lab, etc.) due to illness should if possible notify the work term supervisor, course coordinator, or department office either prior to, or within 48 hrs of the scheduled time or due date for that component. The student must also submit a Student Declaration of Absence Form (through the course Brightspace page or to the course coordinator via e-mail) within three (3) calendar days following the last day of absence. Absence for non-medical reasons is not ordinarily acceptable unless prearranged with the supervisor or coordinator. A missed evaluation component for which no satisfactory arrangement has been made will be given a mark of zero. The Student Declaration of Absence form can only be submitted up to two (2) separate times per course during a term. Students who exceed this limit must inform their course coordinator and will be required to register with an Advisor at Student Academic Success (SAS). If students have recurring short-term absences and do not register with SAS, it is at the coordinator’s discretion to disallow any further Student declarations and deny alternate coursework arrangements.

Please refer to the link below for further information on the University policy regarding Long-term absence.

[https://www.dal.ca/dept/university_secretariat/policies/academic/missed-or-late-academic-requirements-due-to-student-absence.html](https://www.dal.ca/dept/university_secretariat/policies/academic/missed-or-late-academic-requirements-due-to-student-absence.html)
Faculty of Science Course Syllabus (Section B)
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University Policies and Statements

This course is governed by the academic rules and regulations set forth in the University Calendar and by Senate.

Academic Integrity
At Dalhousie University, we are guided in all of our work by the values of academic integrity: honesty, trust, fairness, responsibility and respect (The Center for Academic Integrity, Duke University, 1999). As a student, you are required to demonstrate these values in all of the work you do. The University provides policies and procedures that every member of the university community is required to follow to ensure academic integrity.
Information: https://www.dal.ca/dept/university_secretariat/academic-integrity.html

Accessibility
The Advising and Access Services Centre is Dalhousie's centre of expertise for student accessibility and accommodation. The advising team works with students who request accommodation as a result of a disability, religious obligation, or any barrier related to any other characteristic protected under Human Rights legislation (Canada and Nova Scotia).
Information: https://www.dal.ca/campus_life/academic-support/accessibility.html

Student Code of Conduct
Everyone at Dalhousie is expected to treat others with dignity and respect. The Code of Student Conduct allows Dalhousie to take disciplinary action if students don’t follow this community expectation. When appropriate, violations of the code can be resolved in a reasonable and informal manner—perhaps through a restorative justice process. If an informal resolution can’t be reached, or would be inappropriate, procedures exist for formal dispute resolution.

Diversity and Inclusion – Culture of Respect
Every person at Dalhousie has a right to be respected and safe. We believe inclusiveness is fundamental to education. We stand for equality. Dalhousie is strengthened in our diversity. We are a respectful and inclusive community. We are committed to being a place where everyone feels welcome and supported, which is why our Strategic Direction prioritizes fostering a culture of diversity and inclusiveness.
Statement: http://www.dal.ca/cultureofrespect.html

Recognition of Mi’kmaq Territory
Dalhousie University would like to acknowledge that the University is on Traditional Mi’kmaq Territory. The Elders in Residence program provides students with access to First Nations elders for guidance, counsel and support. Visit or email the Indigenous Student Centre (1321 Edward St) (elders@dal.ca).
Information: https://www.dal.ca/campus_life/communities/indigenous.html

Important Dates in the Academic Year (including add/drop dates)
https://www.dal.ca/academics/important_dates.html

University Grading Practices
https://www.dal.ca/dept/university_secretariat/policies/academic/grading-practices-policy.html

Missed or Late Academic Requirements due to Student Absence (policy)
https://www.dal.ca/dept/university_secretariat/policies/academic/missed-or-late-academic-requirements-due-to-student-absence.html
Student Resources and Support

Advising

General Advising: [https://www.dal.ca/campus_life/academic-support/advising.html](https://www.dal.ca/campus_life/academic-support/advising.html)

Science Program Advisors: [https://www.dal.ca/faculty/science/current-students/academic-advising.html](https://www.dal.ca/faculty/science/current-students/academic-advising.html)


International Centre: [https://www.dal.ca/campus_life/international-centre/current-students.html](https://www.dal.ca/campus_life/international-centre/current-students.html)

Academic supports

Library: [https://libraries.dal.ca/](https://libraries.dal.ca/)

Writing Centre: [https://www.dal.ca/campus_life/academic-support/writing-and-study-skills.html](https://www.dal.ca/campus_life/academic-support/writing-and-study-skills.html)

Studying for Success: [https://www.dal.ca/campus_life/academic-support/study-skills-and-tutoring.html](https://www.dal.ca/campus_life/academic-support/study-skills-and-tutoring.html)

Copyright Office: [https://libraries.dal.ca/services/copyright-office.html](https://libraries.dal.ca/services/copyright-office.html)

Fair Dealing Guidelines: [https://libraries.dal.ca/services/copyright-office/fair-dealing.html](https://libraries.dal.ca/services/copyright-office/fair-dealing.html)

Other supports and services


Student Advocacy: [https://dsu.ca/dsas](https://dsu.ca/dsas)


Safety

Biosafety: [https://www.dal.ca/dept/safety/programs-services/biosafety.html](https://www.dal.ca/dept/safety/programs-services/biosafety.html)

Chemical Safety: [https://www.dal.ca/dept/safety/programs-services/chemical-safety.html](https://www.dal.ca/dept/safety/programs-services/chemical-safety.html)


Scent-Free Program: [https://www.dal.ca/dept/safety/programs-services/occupational-safety/scent-free.html](https://www.dal.ca/dept/safety/programs-services/occupational-safety/scent-free.html)