

**Experiential Learning in Biochemistry and Molecular Biology Syllabus**  
**Department of Biochemistry & Molecular Biology**  
**BIOC 3620.03 Winter 2025**

*Dalhousie University acknowledges that we are in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People and pays respect to the Indigenous knowledges held by the Mi'kmaq People, and to the wisdom of their Elders past and present. The Mi'kmaq People signed Peace and Friendship Treaties with the Crown, and section 35 of the Constitution Act, 1982 recognizes and affirms Aboriginal and Treaty rights. We are all Treaty people.*

*Dalhousie University also acknowledges the histories, contributions, and legacies of African Nova Scotians, who have been here for over 400 years.*

**Coordinator:** *Dr. Hyo-Sung Ro* e-mail: hсро@dal.ca Office location: Tupper Link 2L-C2

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

**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, CHEM 2401 and CHEM 2402 (all with a grade of B- or higher).

### **Course Exclusion**

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. 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.

***Students will be required to provide certificates of WHMIS, Laboratory Safety, and Chemical Spill training before starting the experiential course.*** Students will have to upload their certificates to Brightspace prior to being allowed in the lab.

### **Learning 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)

<u>Component</u>	<u>Weight (% of final grade)</u>	<u>Date</u>
<b>Lab book/Activity Log</b>		<i>Student arranges time for coordinator to view</i>
	5%	1) During week of January 20-24
	10%	2) During week of March 17-21
<b>Supervisor's Evaluation</b>	40%	
<b>Final Report</b>	45%	Due: April 14, 2025

### Other course requirements

**Labwork:** A minimum of 72 hours for the term, representing at least 6-8 hours weekly of lab work as specified in the Learning Agreement.

**Activity Log/Lab book:** The student will maintain a formal log of their activities in the lab. The format of this log should be approved by the supervisor at the start of the work experience. This will usually be in the form of detailed entries in a hard-covered lab book that will remain in the supervising lab at the end of the work term as a record of the research undertaken. Students are responsible for arranging a time for the course coordinator to view their lab book twice during the term.

### Conversion of numerical grades to Final Letter Grades follows the Dalhousie Common Grade Scale

A+ (90-100)	B+ (77-79)	C+ (65-69)	D	(50-54)
A (85-89)	B (73-76)	C (60-64)	F	(<50)
A- (80-84)	B- (70-72)	C- (55-59)		

### Course Policies related to Academic Integrity

#### Late Reports

Final Reports submitted after 5:00 p.m. 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 (tutorial, 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.

## University Policies and Statements

### **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 e-mail the Indigenous Student Centre at 1321 Edward St or [elders@dal.ca](mailto:elders@dal.ca). Additional information regarding the Indigenous Student Centre can be found at:

[https://www.dal.ca/campus\\_life/communities/indigenous.html](https://www.dal.ca/campus_life/communities/indigenous.html).

### **Internationalization**

At Dalhousie, 'thinking and acting globally' enhances the quality and impact of education, supporting learning that is "interdisciplinary, cross-cultural, global in reach, and orientated toward solving problems that extend across national borders." Additional internationalization information can be found at: <https://www.dal.ca/about-dal/internationalization.html>

### **Academic Integrity**

At Dalhousie University, we are guided in all our work by the values of academic integrity: honesty, trust, fairness, responsibility, and respect. As a student, you are required to demonstrate these values in all 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. Additional academic integrity information can be found at:

[https://www.dal.ca/dept/university\\_secretariat/academic-integrity.html](https://www.dal.ca/dept/university_secretariat/academic-integrity.html)

### **Accessibility**

The Student Accessibility Centre is Dalhousie's centre of expertise for matters related to student accessibility and accommodation. If there are aspects of the design, instruction, and/or experiences within this course (online or in-person) that result in barriers to your inclusion, please contact the Student Accessibility Centre ([https://www.dal.ca/campus\\_life/academic-support/accessibility.html](https://www.dal.ca/campus_life/academic-support/accessibility.html)) for all courses offered by Dalhousie with the exception of Truro. For courses offered by the Faculty of Agriculture,

please contact the Student Success Centre in Truro (<https://www.dal.ca/about-dal/agricultural-campus/student-success-centre.html>)

### **Conduct in the Classroom – Culture of Respect**

Substantial and constructive dialogue on challenging issues is an important part of academic inquiry and exchange. It requires willingness to listen and tolerance of opposing points of view. Consideration of individual differences and alternative viewpoints is required of all class members, towards each other, towards instructors, and towards guest speakers. While expressions of differing perspectives are welcome and encouraged, the words and language used should remain within acceptable bounds of civility and respect.

### **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 (Strategic Priority 5.2). Additional diversity and inclusion information can be found at: <http://www.dal.ca/cultureofrespect.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. The full Code of Student Conduct can be found at: [https://www.dal.ca/dept/university\\_secretariat/policies/student-life/code-of-student-conduct.html](https://www.dal.ca/dept/university_secretariat/policies/student-life/code-of-student-conduct.html)

### **Fair Dealing Policy**

The Dalhousie University Fair Dealing Policy provides guidance for the limited use of copyright protected material without the risk of infringement and without having to seek the permission of copyright owners. It is intended to provide a balance between the rights of

creators and the rights of users at Dalhousie. Additional information regarding the Fair Dealing Policy can be found at:

[https://www.dal.ca/dept/university\\_secretariat/policies/academic/fair-dealing-policy-.html](https://www.dal.ca/dept/university_secretariat/policies/academic/fair-dealing-policy-.html)

### **Originality Checking Software**

The course instructor may use Dalhousie's approved originality checking software and Google to check the originality of any work submitted for credit, in accordance with the Student Submission of Assignments and Use of Originality Checking Software Policy. Students are free, without penalty of grade, to choose an alternative method of attesting to the authenticity of their work and must inform the instructor no later than the last day to add/drop classes of their intent to choose an alternate method. Additional information regarding Originality Checking Software can be found at:

[https://www.dal.ca/dept/university\\_secretariat/policies/academic/student-submission-of-assignments-and-use-of-originality-checking-software-policy-.html](https://www.dal.ca/dept/university_secretariat/policies/academic/student-submission-of-assignments-and-use-of-originality-checking-software-policy-.html)

### **Student Use of Course Materials**

Course materials are designed for use as part of this course at Dalhousie University and are the property of the instructor unless otherwise stated. Third party copyrighted materials (such as books, journal articles, music, videos, etc.) have either been licensed for use in this course or fall under an exception or limitation in Canadian Copyright law. Copying this course material for distribution (e.g. uploading to a commercial third-party website) may lead to a violation of Copyright law.

## Student Resources and Support

### University Policies and Programs

Important Dates in the Academic Year (including add/drop dates):

[http://www.dal.ca/academics/important\\_dates.html](http://www.dal.ca/academics/important_dates.html)

Classroom Recording Protocol:

[https://www.dal.ca/dept/university\\_secretariat/policies/academic/classroom-recording-protocol.html](https://www.dal.ca/dept/university_secretariat/policies/academic/classroom-recording-protocol.html)

Dalhousie Grading Practices Policies:

[https://www.dal.ca/dept/university\\_secretariat/policies/academic/grading-practices-policy.html](https://www.dal.ca/dept/university_secretariat/policies/academic/grading-practices-policy.html)

Grade Appeal Process: [https://www.dal.ca/campus\\_life/academic-support/grades-and-student-records/appealing-a-grade.html](https://www.dal.ca/campus_life/academic-support/grades-and-student-records/appealing-a-grade.html)

Sexualized Violence Policy: [https://www.dal.ca/dept/university\\_secretariat/policies/health-and-safety/sexualized-violence-policy.html](https://www.dal.ca/dept/university_secretariat/policies/health-and-safety/sexualized-violence-policy.html)

Scent-Free Program: <https://www.dal.ca/dept/safety/programs-services/occupational-safety/scent-free.html>

### Learning and Support Resources

General Academic Support – Advising (Halifax): [https://www.dal.ca/campus\\_life/academic-support/advising.html](https://www.dal.ca/campus_life/academic-support/advising.html)

General Academic Support – Advising (Truro): <https://www.dal.ca/about-dal/agricultural-campus/ssc/academic-support/advising.html>

Student Health & Wellness Centre: [https://www.dal.ca/campus\\_life/health-and-wellness.html](https://www.dal.ca/campus_life/health-and-wellness.html)

On Track (helps you transition into university, and supports you through your first year at Dalhousie and beyond): [https://www.dal.ca/campus\\_life/academic-support/On-track.html](https://www.dal.ca/campus_life/academic-support/On-track.html)

Indigenous Student Centre: [https://www.dal.ca/campus\\_life/communities/indigenous.html](https://www.dal.ca/campus_life/communities/indigenous.html)

Indigenous Connection: <https://www.dal.ca/about-dal/indigenous-connection.html>

Elders-in-Residence (The Elders in Residence program provides students with access to First Nations elders for guidance, counsel, and support. Visit the office in the Indigenous Student Centre or contact the program at [elders@dal.ca](mailto:elders@dal.ca) or 902-494-6803:

<https://cdn.dal.ca/content/dam/dalhousie/pdf/academics/UG/indigenous-studies/Elder-Protocol-July2018.pdf>

Black Student Advising Centre: [https://www.dal.ca/campus\\_life/communities/black-student-advising.html](https://www.dal.ca/campus_life/communities/black-student-advising.html)

International Centre: [https://www.dal.ca/campus\\_life/international-centre.html](https://www.dal.ca/campus_life/international-centre.html)

South House Sexual and Gender Resource Centre: <https://southhousehalifax.ca/about/>

LGBTQ2SIA+ Collaborative: <https://www.dal.ca/dept/vpei/edia/education/community-specific-spaces/LGBTQ2SIA-collaborative.html>

Dalhousie Libraries: <http://libraries.dal.ca/>

Copyright Office: <https://libraries.dal.ca/services/copyright-office.html>

Dalhousie Student Advocacy Services: <https://www.dsu.ca/dsas?rq=student%20advocacy>

Dalhousie Ombudsperson: [https://www.dal.ca/campus\\_life/safety-respect/student-rights-and-responsibilities/where-to-get-help/ombudsperson.html](https://www.dal.ca/campus_life/safety-respect/student-rights-and-responsibilities/where-to-get-help/ombudsperson.html)

Human Rights and Equity Services: <https://www.dal.ca/dept/hres.html>

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)

Study Skills/Tutoring: [http://www.dal.ca/campus\\_life/academic-support/study-skills-and-tutoring.html](http://www.dal.ca/campus_life/academic-support/study-skills-and-tutoring.html)

Faculty of Science Advising Support: <https://www.dal.ca/faculty/science/current-students/undergrad-students/degree-planning.html>

## **Safety**

Biosafety: <http://www.dal.ca/dept/safety/programs-services/biosafety.html>

Chemical Safety: <https://www.dal.ca/dept/safety/programs-services/chemical-safety.html>

Radiation Safety: <http://www.dal.ca/dept/safety/programs-services/radiation-safety.html>



Laser Safety: <https://www.dal.ca/dept/safety/programs-services/radiation-safety/laser-safety.html>