





**DEPARTMENT OF PATHOLOGY & LABORATORY MEDICINE**  
**ONE HEALTH PROGRAM**

**One Health 4800B – Selected Topics in One Health**  
**“Comparative Approaches to Health Policy for the Biomedical Sciences”**

Course Syllabus for Winter 2023

**Technical Requirements**

	Stable internet connection		Laptop or computer
	Working microphone		Working webcam

**Important Dates**

Classes Start	Reading Week	Classes End	Study Day(s)	Exam Period
January 9	February 18-26	April 10	April 11-12	April 13-30

*\*March 7, 2023: Last day to drop a Fall Term half course or a Fall Term full course without penalty*

**Contact Information**

Course Coordinator & Instructor	Contact Information
Stephanie J. Frisbee, PhD, MSc Assistant Professor, Department of Pathology & Laboratory Medicine	<b>All communication will be conducted through OWL; please use the “Messages” feature in OWL to contact the Instructor.</b>
Program Coordinator	
Cheryl Campbell Undergraduate Education Program Coordinator, Department of Pathology	
Teaching Assistant	
None	

**Course Description & Delivery**

Scientific and technical experts have a significant role in the development and evaluation of health policy. Different governance and policy-making systems are examined to understand health policy choices for a broad range of biomedical topics. Health and dental care policy and systems are compared, and effectiveness and outcomes are considered.

Anti-requisite(s): None

Pre-requisites: Prerequisite(s): Registration in either Year 4 of a BMSc degree or Year 4 and Major in One Health in Double Majors (Honours degree).

Co-requisites: None

Delivery Mode: Live/In-person (Lectures & Tutorials); Live / In-person or Virtual (Office Hours); OWL (Course materials; Lectures only as needed by Guest Instructors etc.)

Course Component	Days	Time & Location	Frequency
Lecture (Section 001)	Tuesdays	1630h-1830h, Dental Sciences Building – Room 3008 (DSB-3008)	Weekly
Tutorial (Sections 002-003)	Thursdays	Section 002: 1130h-1230h, MSB-190; Section 003: 1330h-1430h, MSB-190	Weekly
Office Hours	By Appt	Dr. Frisbee is available to speak to students before or after weekly lectures or tutorial sessions, or by direct appointment.	PRN

**Additional Notes:**

- This course will require significant group work and writing. There will also be and there will be more reading than in a typical biomedical science course.
- Students are expected to prepare for each lecture and tutorial by completing the assigned materials (readings, activities etc., as posted in OWL) in advance of the weekly in-person sessions. Lectures and tutorials will build upon these assigned materials and will not be a substitute for completing them.
- Attendance is not mandatory. Students will be evaluated based on their participation in weekly tutorial sessions (described in more detail, below), which is not the same as “attendance”.
- Neither lecture nor tutorial sessions will be recorded, nor are students permitted to make their own recordings under any circumstances.

**Course Learning Outcomes**

Policy is an essential component of the One Health approach and, moreover, it is increasingly recognized that a substantial proportion of biomedical science graduates will have career trajectories that interface with the policy system. This course will address a broad range of policy topics relevant to students in the One Health and / or other modules within the BMSc / medical sciences program as they prepare to embark upon the next stages of their career development. This course has been intentionally developed for 4th year students, who will be able to draw upon their full undergraduate learning experiences, thus placing the topics and discussions to be covered in this course in a much more encompassing and comprehensive context for students.

This course will consist of a 2-hour lecture session and 1-hour seminar session per week. Weekly seminar sessions will include guided activities, discussions, and debates directly related to the weekly course and lecture topic and will expand the student’s understanding of the role of scientific expertise and biomedical and medical scientists in the policy process. This course will require significant group work and writing. There will also be more reading than in a typical biomedical science course.

**Course Learning Objectives**

Upon completion of this course, students will be able to:

1. Compare and contrast the structures & processes of governance and policy making at the provincial and federal level in Canada, and to other jurisdictions and discuss the impacts on policy outcomes;
2. Critique different models and frameworks that attempt to explain the policy making process and policy change;
3. Discuss ethical dilemmas inherent in the policy making process as related to specific types of policy, but also including concepts such as agency, power, and representativeness;
4. Examine the role of scientific and technical expertise in the policy making process, including in the development, implementation, and evaluation phases;
5. Compare and contrast the different approaches and frameworks to evaluate health policies and programs, including those based in clinical and population health, cost effectiveness and cost benefit analysis, as well as whole-of-society approaches, such as health impact assessment (HIA) and health in all policies (HiAP);
6. Compare and contrast key laws (constitutional, administrative, and case) that drive policies relevant to broad range of health and biomedical topics in Canada and other jurisdictions;
7. Contrast the evolution of medical, dental, and health care policy in Canada to that in other countries;
8. Examine the similarities and differences in current medical, dental and health care policy and the broader health care system between Canada and other countries with respect to laws (constitutional, legislative, and administrative), governance, workforce, funding, types of services provided, and the comparative quality and effectiveness;
9. Critically evaluate the policy aspects of a particular biomedical or health topic with respect to the role of scientific experts in developing, implementing, and evaluating the impact of the policy (policies), and the broader impacts on health

## Course Content & Weekly Schedule\*\*

Course content will be organized into 4 modules, listed below. We will generally “go in order”, as listed below, but specific dates and topics may be re-organized based on the availability of guest instructors. All topics, related readings, and activities for Tutorial sessions will be posted in OWL on the Saturday preceding the (Tuesday) lecture for that week.

The four modules are:

1. Fundamentals of Government and Governance
2. Policy Evaluation
3. Selected Topics in Biomedical Science
4. Health Care Systems & Policy

*\*\*The Instructor reserves the right to adjust the weekly course topics, lecturers, readings, and / or in-class activities as necessary. Any and all changes will be communicated to students via OWL.*

Week	Lecture	Tutorial	Module / Topic	Materials / Evaluations Due
1	Tues., Jan. 10	Thurs., Jan. 12	Introduction	Complete “Academic Integrity Checklist” (Mandatory, not graded; Available in “Tests & Quizzes” portal in OWL)  Students are encouraged to complete the OWL module on “Academic Integrity” provided by the Center for Teaching and Learning (Not mandatory; link and information provided in OWL)
2	Tues., Jan. 17	Thurs., Jan. 19	Module 1	Term Project group membership due at 11:59PM on Fri., Jan. 20 <sup>th</sup> (Mandatory, not graded; Available in “Assignments” portal in OWL)
3	Tues., Jan. 24	Thurs., Jan. 26	Module 1	Term Project team charter (Part 1) due at 11:59PM on Fri., Jan. 27 <sup>th</sup> (Mandatory, not graded; Available in “Assignments” portal in OWL)
4	Tues., Jan. 31	Thurs., Feb. 2	Module 1	Quiz 1: Available from 6PM on Thurs., Feb. 2 <sup>nd</sup> to 11:59PM on Mon., Feb. 6 <sup>th</sup>  Term Project topic due at 11:59PM on Fri., Feb. 3 <sup>rd</sup> (Mandatory, not graded; Available in “Assignments” portal in OWL) <i>**Students must receive written approval for their topic; revisions in topics or project focus may be required.</i>
5	Tues., Feb. 7	Thurs., Feb. 9	Module 2	Term Project writing outline due at 11:59PM on Fri., Feb. 10 <sup>th</sup> (Not mandatory, not graded; Feedback will be provided to groups that submit an outline; Available in “Assignments” portal in OWL)
6	Tues., Feb. 14	Thurs., Feb. 16	Module 2	Quiz 2: Available from 6PM on Thurs., Feb. 16 <sup>th</sup> to 11:59PM on Mon., Feb. 20 <sup>th</sup>
7	<b>Feb. 19-Feb. 26 Spring Reading Week</b>			
8	Tues., Feb. 28	Thurs., March 2	Module 3	Term Project team charter (Part 2) due at 11:59PM on Fri., March 3 <sup>rd</sup> (Mandatory, not graded; Available in “Assignments” portal in OWL)
9	Tues., March 7	Thurs., March 9	Module 3	Nothing!
10	Tues., March 14	Thurs., March 16	Module 3	Quiz 3: Available from 6PM on Thurs., March 16 <sup>th</sup> to 11:59PM on Mon., March 20 <sup>th</sup>
11	Tues., March 21	Thurs., March 23	Module 4	Term Project final, written report due at 11:59PM on Fri., March 24 <sup>th</sup> (Mandatory, graded; Available in “Assignments” portal in OWL)
12	Tues., March 28	Thurs., March 30	Module 4	Term Project presentation “slides” due at 11:59PM on Tues., March 28 <sup>th</sup> (Mandatory, not graded; Available in “Assignments” portal in OWL)  Term Project Presentations (Session 1)
13	Tues., April 4	Thurs., April 6	Module 4	Term Project Presentations (Session 2)  Quiz 4: Available from 6PM on Thurs., April 6 <sup>th</sup> to 11:59PM on Mon., April 10 <sup>th</sup>  Term Project peer evaluation available from Fri., April 7 <sup>th</sup> to 11:59PM on Wed., April 12 <sup>th</sup> (Mandatory; Customized link to Qualtrics survey will be emailed directly to students)

## Course Materials & Resources

All course material will be posted to OWL: <http://owl.uwo.ca>. Any changes will be indicated on the OWL site and discussed with the class. If students need assistance, they can seek support on the [OWL Help page](#). Alternatively, they can contact the [Western Technology Services Helpdesk](#). They can be contacted by phone at 519-661-3800 or ext. 83800. [Google Chrome](#) or [Mozilla Firefox](#) are the preferred browsers to optimally use OWL; update your browsers frequently. Students interested in evaluating their internet speed, please click [here](#).

Please Note: All course materials, including this Syllabus, have been designed or assembled for use as part of One Health 4800B at the University of Western Ontario. Unless otherwise stated, for example published articles or book chapters, the materials are the intellectual property of the Instructor. You may not use, including but not limited to sharing, publishing, posting on a website, selling, or otherwise circulating, these materials unless that use in Canada's Copyright Act covers the particular use. Violation of these restrictions may constitute grounds for academic misconduct proceedings and/or legal action against you.

## Evaluation

Assessment	Weight (%; <i>Must total 100</i> )	Format & Description ( <i>Written, Oral, Mixed</i> )	Dates / Due Dates
Quizzes	24%  A total of 4 quizzes will be available (one for each Module (approximately)) throughout the Term. The best 3 quizzes will be included in the student's final grade.  Quizzes are worth 24% of the final grade. Each quiz will be weighted proportional to the number of weeks' worth of material included in the quiz (each week is worth 2.2%).	Online in OWL (Tests & Quizzes portal)  Each quiz will be 30 min. long and consist of 30 points.  Questions will be drawn from a question bank so that each student will receive a unique set of questions in a unique order. Questions may include true/false, multiple-choice, matching, short answer etc. Additionally, questions will be displayed in "linear access" only (i.e., can only move forward through questions and not backwards (cannot re-visit questions)).  Any materials from each Module, including but not limited to readings, lecture, or topics discussed in the weekly tutorial sessions, may be included in the quiz for that Module.  All written submissions are subject to review by plagiarism software (TurnItIn) and software that detects AI-generated material.	Quiz 1 (Module 1 / 3 weeks): Available from 6PM on Thurs., Feb. 2 <sup>nd</sup> to 11:59PM on Mon., Feb. 6 <sup>th</sup>  Quiz 2 (Module 2 / 2 weeks): Available from 6PM on Thurs., Feb. 16 <sup>th</sup> to 11:59PM on Mon., Feb. 20 <sup>th</sup> (yes, during Spring Reading Week)  Quiz 3 (Module 3 / 3 weeks): Available from 6PM on Thurs., March 16 <sup>th</sup> to 11:59PM on Mon., March 20 <sup>th</sup>  Quiz 4 (Module 4 / 3 weeks): Available from 6PM on Thurs., April 6 <sup>th</sup> to 11:59PM on Mon., April 10 <sup>th</sup>  Because any individual quiz is not mandatory, requests for extensions or late submissions for medical or other reasons will not be granted. No exceptions. Please refer to the Policy Statement, below.
Participation in Weekly Tutorials	16%  Participation in a total of 9 tutorial sessions will be evaluated using a rubric. The overall assessment from the best 7 tutorial sessions will be included in the student's final grade.  Participation is worth 16% of the final grade. Each tutorial session is worth 2.29%.	In-person (during weekly tutorial sessions)  The Instructor will assess each student's participation during weekly tutorial sessions using a rubric; the rubric will be made available to students in OWL. It is noted that this is NOT an assessment of attendance but an evaluation of the student's engagement and participation in discussions during the weekly tutorial sessions. Consideration will be given for both the quality of the student's contributions as well as the respectful engagement with peers. (Bluntly: we are not evaluating who	N/A  Weekly participation evaluations will be posted in the OWL gradebook.  To facilitate this evaluation, students are asked to please bring a "tent card" with their name written in large, clear printing to place on the front of their desk during each weekly tutorial session.  Participation, not attendance, is evaluated and the participation grade for 7 tutorial sessions is included in the student's final grade. Thus, as participation in an individual tutorial session is not

Assessment	Weight (%; <i>Must total 100</i> )	Format & Description ( <i>Written, Oral, Mixed</i> )	Dates / Due Dates
		can talk the most and / or the loudest.)	mandatory, requests for alternate or “make up” assessments due to an absence for medical or other reasons will not be granted. No exceptions. Please refer to the Policy Statement, below.
Term Project (Written Report)	<p>30%</p> <p>The final, written report for the Term Project is worth 30% of the student’s final grade.</p> <p>The following components of the Term Project are required but will not be graded. The group’s grade for the final, written report will not be released unless these components are submitted by the posted due dates:</p> <ul style="list-style-type: none"> <li>• Approval of group membership</li> <li>• Approval of project topic</li> <li>• Team charter (Part 1)</li> <li>• Team charter (Part 2)</li> </ul> <p>The following component of the Term Project is not required, but groups will receive written feedback if this component is submitted by the posted due date:</p> <ul style="list-style-type: none"> <li>• Writing outline</li> </ul>	<p>Written Report</p> <p>This is a group project. A detailed description of the Term Project (Written Report) and grading rubrics will be posted for students in OWL (Term Project Info).</p> <p>It is the intention that all students in the group receive the same grade, though a student may not receive the same grade as their group members if it is determined that a student’s contribution was not equitable.</p> <p>All components, required and optional, will be submitted via OWL (Assignments portal). All written submissions are subject to review by plagiarism software (TurnItIn) and software that detects AI-generated material.</p>	<p>Group membership: Due at 11:59PM on Fri., Jan. 20<sup>th</sup></p> <p>Team charter (Part 1): Due at 11:59PM on Fri., Jan. 27<sup>th</sup></p> <p>Project topic: Due at 11:59PM on Fri., Feb. 3<sup>rd</sup>  <i>**Students must receive written approval for their topic; revisions in topics or project focus may be required.</i></p> <p>Writing outline: Due at 11:59PM on Fri., Feb. 10<sup>th</sup></p> <p>Team charter (Part 2): Due at 11:59PM on Fri., March 3<sup>rd</sup></p> <p>Final, written report: Due at 11:59PM on Fri., March 24<sup>th</sup></p> <p>The final, written Term Project is a group project. Late submissions will only be accepted if <u>ALL</u> members of the group have a documented medical absence. In such a situation, the final, written Term Project must be submitted within 24 hours of the end of the medical absence(s).</p> <p>Please refer to the Policy Statement, below, regarding late submission of components that are mandatory but not graded.</p>
Term Project (Presentation)	<p>20%</p> <p>The oral presentation for the Term Project is worth 20% of the student’s final grade.</p> <p>It is expected that both the presentation and response to questions will be equally shared between group members.</p> <p>Groups must submit their presentation “slides” by the posted due date. The slides will not be graded independently but must be submitted as part of this evaluation.</p>	<p>In-person group presentation</p> <p>Group presentations will be 10-15 minutes in length, followed by a 5-10 minute question period. A detailed description of the Term Project (Oral Report) and grading rubrics will be posted for students in OWL (Term Project Info).</p> <p>It is the intention that all students in the group receive the same grade, though a student may not receive the same grade as their group members if it is determined that a student’s contribution was not equitable.</p>	<p>Submission of slides: Due at 11:59PM on Tues., March 28<sup>th</sup></p> <p>Presentations: during regularly scheduled weekly tutorial sessions in weeks 12 &amp; 13 (dates above) of the semester. Groups will be assigned to a presentation date and time slot.</p> <p>Once assigned, a group’s presentation timeslot will not be re-scheduled unless ALL members of the group have a documented medical absence. If a group member misses their scheduled presentation timeslot, the group presentation will proceed as scheduled and the absent group member will be required to complete a make-up assessment at the discretion of the Instructor. Please refer to the Policy Statement, below.</p> <p>Please refer to the Policy Statement, below, regarding late submission of the presentation “slides”.</p>

Assessment	Weight (%; <i>Must total 100</i> )	Format & Description ( <i>Written, Oral, Mixed</i> )	Dates / Due Dates
Peer Evaluation	10%  Peer evaluations submitted from all other team members will be averaged for each student. This averaged score is worth 10% of the student's final grade.  The Instructor reserves the right to override or disregard an evaluation that is considered inappropriate or putative.	Online in Qualtrics  Each Term Project group member evaluate all other group members using a standard evaluation tool. Evaluations will be submitted via Qualtrics; each student will be emailed a customized link to complete the evaluations. Evaluations will be confidential to other group members but not to the Instructor (i.e., the Instructor will know the identity of each evaluator, but group members will not). Additional information regarding the evaluation dimensions / questions will be made available to students via OWL and these dimensions will also be included in the team charter.	Available from Fri., April 7 <sup>th</sup> to 11:59PM on Wed., April 12 <sup>th</sup>  Students are required to submit evaluations for all Term Project group members; a student's coursework will be considered incomplete if all evaluations are not submitted.

**Additional Notes:**

- Students are responsible for ensuring that the correct file version is uploaded; incorrect submissions including corrupt files could be subject to a grade of “zero” (“0”).
- All submitted written materials, including for quizzes or the Term Project, are subject to review by plagiarism software (TurnItIn) and software that detects AI-generated material (statement in policies below).
- Students will have an unlimited number of submissions to Turnitin prior to the Assignment due date/time.
- Rubrics will be used to evaluate assessments and will be posted on OWL.
- A student might not receive the same grade as their group members if it is determined that the distribution of work was not equitable.
- After an assessment is returned, students should wait 24 hours to digest feedback before contacting their evaluator; to ensure a timely response, reach out within 7 days.
- Any grade appeals on any evaluation must be received within 3 weeks of the grade being posted.
- Depending upon which quizzes a student chooses to take, 15% of your course grade may not be evaluated and returned 3 days prior to the drop deadline (statement in policies below).

Click [here](#) for a detailed and comprehensive set of policies and regulations concerning examinations and grading. The table below outlines the University-wide grade descriptors.

A+	90-100	One could scarcely expect better from a student at this level
A	80-89	Superior work which is clearly above average
B	70-79	Good work, meeting all requirements, and eminently satisfactory
C	60-69	Competent work, meeting requirements
D	50-59	Fair work, minimally acceptable
F	below 50	Fail

**Information About Late or Missed Evaluations**

- As students have a choice of which quizzes to complete and each quiz is available for >96 hours, extensions or late submissions for quizzes will not be accepted for any reason, including documented illness. No exceptions.
- A student's participation, not attendance, in weekly tutorial sessions is evaluated. As the (averaged) participation grade for 7 (of 9) tutorial sessions is included in the student's final grade, participation in an individual tutorial session is not mandatory. Thus, requests for alternate or “make up” assessments due to an absence for medical or other reasons will not be granted. No exceptions. Please do NOT send notifications to the Instructor regarding an absence for a tutorial session. Students not participating in a minimum of 7 tutorial sessions will have a grade of “0” (zero) for those sessions included as part the calculation of their final participation grade.

- For the submission of any mandatory but not graded component of the Term Project (written or oral presentation), late submissions will be accepted with a 25% penalty TO THE FINAL TERM REPORT for each 24-hour period or part thereof after the posted due date/time.
- Late submissions for the writing outline (non-mandatory) will not be accepted.
- For the final, written report for the Term Project, late submissions will only be accepted if ALL members of the group have a documented medical absence. In such a situation, the final, written Term Project must be submitted within 24 hours of the end of the medical absence(s) or all students in the group will receive a grade of “0” (“zero”).
- For the Term Project (Oral Presentation), submission of the presentation “slides”, late submissions will only be accepted if ALL members of the group have a documented medical absence. In such a situation, the Term Project (Oral Presentation “slides”) must be submitted within 24 hours of the end of the medical absence(s) or all students in the group will receive a grade of “0” (“zero”).
- For the Term Project (Oral Presentation), will not be re-scheduled unless ALL members of the group have a documented medical absence. In such a situation, the Term Project (Oral Presentation) must be re-scheduled for within 24 hours of the end of the medical absence(s) or all students in the group will receive a grade of “0” (“zero”). If a group member misses their scheduled presentation timeslot, the group presentation will proceed as scheduled and the absent group member will be required to complete a make-up assessment at the discretion of the Instructor. If this student does not complete the make-up assignment, they will receive a grade of “0” (“zero”) for the presentation.
- INC (Incomplete Standing): If a student has been approved by the Academic Counselling Office (in consultation with the instructor/department) to complete term work at a later date, an INC will be assigned. Students with INC will have their course load in subsequent terms reduced to allow them to complete outstanding course work. Students may request permission from Academic Counselling to carry a full course load for the term the incomplete course work is scheduled.

## **Communication**

- All communication for this course will be conducted through OWL, including but not limited to OWL Announcements and OWL messages
- Students should check the OWL site every 24 – 48 hours
- Students should email the Instructor and Teaching Assistant using OWL “messages”
- Emails will be monitored daily; students will receive a response in 24 – 48 hours
- The Instructor will respond to messages and/or emails originating from an “@uwo.ca” email address

## **Office Hours**

- If you wish to speak with Dr. Frisbee directly, please make every attempt to do so before or after weekly lectures or tutorial sessions. Failing that, students may speak with Dr. Frisbee by OWL message or by direct appointment.

## **Professionalism & Privacy**

Western students are expected to follow the [Student Code of Conduct](#). Additionally, the following expectations and professional conduct apply to this course:

- Students are expected to follow online etiquette expectations provided on OWL.
- All course materials, including this Syllabus, have been designed or assembled for use as part of One Health 4800B at the University of Western Ontario. Unless otherwise stated, for example published articles or book chapters, the materials are the intellectual property of the Instructor. You may not use, including but not limited to sharing, publishing, posting on a website, selling, or otherwise circulating, these materials unless that use in Canada’s Copyright Act covers the particular use. Violation of these restrictions may constitute grounds for academic misconduct proceedings and/or legal action against you.
- Neither lecture nor tutorial sessions will be recorded, nor are students permitted to make their own recordings under any circumstances.
- Information about academic integrity will provided for all students in the course OWL site (“Academic Integrity”). Students are expected to review this information and will be responsible for acting in accordance

with the expectations outlined in these materials throughout the Term. Students are strongly encouraged to review these materials at the *beginning of the Term*.

- All students will be required to complete an Academic Integrity Checklist as part of the Introductory Module (Week 1). Students must complete this checklist at the beginning of the Term. A student's coursework will be considered incomplete if this checklist is not successfully completed.
- Students will be required to take an "Honor Pledge" before all assessments (quizzes, Term Projects etc.).
- We will be discussing many different topics in this course, including in peer-to-peer discussion and debates. Some students may find some topics challenging, upsetting, or emotionally difficult. Additionally, we might not always agree with each other...and that is both normal and expected! Students are expected to, at all times and in all ways, conduct themselves professionally and with decorum and treat their fellow classmates and Instructor(s) with respect and dignity even when – especially when – there is disagreement. Students are encouraged to ask difficult questions and to challenge ideas, provided that it is done both respectfully and it is focused on an idea and **NOT** a person. We all share equal responsibility in creating and fostering a safe learning space, where engaging in civil discourse is fundamental to our learning and development. Yelling, name calling, and "labels" will never be permitted. Finally, the details of class discussions are to stay within the confines of the class are **NOT** to be shared beyond the class in any format or forum, as doing so may breach the privacy of a fellow classmate and / or jeopardize fellow students' comfort in engaging in challenging discussions. For this reason, recording any class session is not allowed or posting "excerpts" of discussion on social media is simply not permitted – period, no exceptions. If, at any time, a student has a concern about or is upset by a topic or in-class discussion, please contact Dr. Frisbee immediately and directly.

Western is committed to providing a learning and working environment that is free of harassment and discrimination. All students, staff, and faculty have a role in this commitment and have a responsibility to ensure and promote a safe and respectful learning and working environment. Relevant policies include Western's Non-Discrimination/Harassment Policy (M.A.P.P. 1.35) and Non-Discrimination/Harassment Policy – Administrative Procedures (M.A.P.P. 1.35).

Any student, staff, or faculty member who experiences or witnesses' behaviour that may be harassment or discrimination must report the behaviour to the Western's Human Rights Office. Harassment and discrimination can be human rights-based, which is also known as EDI-based, (sexism, racism, transphobia, homophobia, islamophobia, xenophobia, antisemitism, and ableism) or non-human rights-based (personal harassment or workplace harassment).

### **How to be Successful in this Class**

Students enrolled in this class should understand the level of autonomy and self-discipline required to be successful.

1. Invest in a planner or application to keep track of your courses. Populate all your deadlines at the start of the Term and schedule time at the start of each week to get organized and manage your time.
2. Make it a daily habit to log onto OWL to ensure you have seen everything posted to help you succeed in this class.
3. Create weekly checklists based on tasks, assignments, and due dates in OWL to help you stay on track.
4. Take notes as you go through the lesson material. Keeping handwritten notes or even notes on a regular Word document will help you learn more effectively than just reading or watching the videos.
5. Connect with others. Try forming a study group and try meeting on a weekly basis for study and peer support.
6. Do not be afraid to ask questions. If you are struggling with a topic, check the online discussion boards or contact your instructor(s) and / or teaching assistant(s).
7. Reward yourself for successes. It seems easier to motivate ourselves knowing that there is something waiting for us at the end of the task.



## Western Academic Policies & Statements

### Absence from Course Commitments

#### A. Absence for medical illness:

Students must familiarize themselves with the [Accommodation for Illness Policy](#).

A student seeking academic accommodation for any **work worth less than 10%** must contact the instructor or follow the appropriate Department or course specific instructions provided on the course outline. Instructors will use good judgment and ensure fair treatment for all students when considering these requests. You are not required to disclose details about your situation to your instructor; documentation is not required in this situation, and you should not send any pictures to your instructor.

If you are unable to meet a course requirement for any **work worth 10% or greater** due to illness or other serious circumstances, you must provide valid medical or other supporting documentation to the Academic Counseling as soon as possible and contact your instructor immediately. It is the student's responsibility to make alternative arrangements with their instructor once the accommodation has been approved and the instructor has been informed. Please note that the format of a make-up test, exam, or assignment is at the discretion of the course coordinator.

A student requiring academic accommodation due to illness should use the Student Medical Certificate when visiting an off-campus medical facility or request a Record's Release Form (located in the Dean's Office) for visits to Student Health Services. The form can be found at: [http://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/medicalform.pdf](http://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf)

#### B. Absence for non-medical reasons:

Student absences might also be approved for non-medical reasons such as religious holidays and compassionate situations. Please review the policy on [Accommodation for Religious Holidays](#). All non-medical requests must be processed by Academic Counselling. Not all absences will be approved; pay attention to the academic calendar and final exam period when booking any trips.

#### C. Special Examinations

A Special Examination is any examination other than the regular examination, and it may be offered only with the permission of the Dean of the Faculty in which the student is registered, in consultation with the instructor and Department Chair. Permission to write a Special Examination may be given on the basis of compassionate or medical grounds with appropriate supporting documents. To provide an opportunity for students to recover from the circumstances resulting in a Special Examination, the University has implemented Special Examinations dates. These dates as well as other important information about examinations and academic standing can be found [here](#).

### Academic Offenses

Scholastic offences are taken seriously, and students are directed [here](#) to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence.

### Accessibility Statement

Please contact the course instructor if you require material in an alternate format or if you require any other arrangements to make this course more accessible to you. You may also wish to contact Accessible Education (AE) at 661-2111 x 82147 for any specific question regarding an accommodation or review [The policy on Accommodation for Students with Disabilities](#)

### Correspondence Statement

The centrally administered **e-mail account** provided to students will be considered the individual's official university e-mail address. It is the responsibility of the account holder to ensure that e-mail received from the University at his/her official university address is attended to in a timely manner. You can read about the privacy and security of the UWO email accounts [here](#).

Discovery Credit Statement

Students are permitted to designate up to 1.0 Discovery Credit course (or equivalent) for pass/fail grading that can be counted toward the overall course credits required for their degree program. The details of this policy and the deadlines can be found [here](#).

Turnitin & Other Similarity Review Software

All assignments will be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. Students will be able to view their results before the final submission. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between Western University and [Turnitin.com](https://www.turnitin.com).

***In One Health 4800B, all submitted written materials, including for quizzes or the Term Project, are subject to review by plagiarism software (Turnitin) and software that detects AI-generated material.***

BMSUE Academic Policies & StatementsCopyright and Audio/Video Recording Statement

Course material produced by faculty is copyrighted and to reproduce this material for any purposes other than your own educational use contravenes Canadian Copyright Laws. Recordings are not permitted under any circumstances.

Rounding of Marks Statement

Across the Basic Medical Sciences Undergraduate Education programs, we strive to maintain high standards that reflect the effort that both students and faculty put into the teaching and learning experience during this course. All students will be treated equally and evaluated based only on their actual achievement. ***Final grades*** on this course, irrespective of the number of decimal places used in marking individual assignments and tests, will be calculated to one decimal place and rounded to the nearest integer, e.g., 74.4 becomes 74, and 74.5 becomes 75. Marks WILL NOT be bumped to the next grade or GPA, e.g., a 79 will NOT be bumped up to an 80, an 84 WILL NOT be bumped up to an 85, etc. The mark attained is the mark you achieved, and the mark assigned; requests for mark “bumping” will be denied.

Support Services

The following links provide information about support services at Western University.

Western is committed to reducing incidents of gender-based and sexual violence and providing compassionate support to anyone who has gone through these traumatic events. If you have experienced sexual or gender-based violence (either recently or in the past), you will find information about support services for survivors, including emergency contacts at

[https://www.uwo.ca/health/student\\_support/survivor\\_support/get-help.html](https://www.uwo.ca/health/student_support/survivor_support/get-help.html).

Academic Counselling (Science and Basic Medical Sciences)Appeal ProceduresRegistrarial ServicesStudent Development ServicesStudent Health Services